

Agenda
MEETING OF THE
MEAD PUBLIC LIBRARY
BOARD OF TRUSTEES
June 23, 2011
3:45 p.m.
Rocca Meeting Room

- I. CALL TO ORDER AND DETERMINATION OF QUORUM – Maeve Quinn.
- II. PLEDGE OF ALLEGIANCE.
- III. PUBLIC COMMENT [Limited to five persons @ five minutes per person]. (Please sign in prior to meeting)
- IV. APPROVAL OF MINUTES – Meeting of May 26, 2011. (Attached)
- V. CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REFERRALS.
- VI. MAINTENANCE OF EFFORT FUNDING REQUIREMENT STATUS:
 - A. Maintenance of effort calculation for 2012. (Agenda packet item #6-A)
- VII. COMMITTEE REPORTS:
 - A. Personnel Committee – Marilyn Montemayor, Chair:
 - 1. Report of the meeting of June 6.
 - 2. Review and possible action regarding the Employment Agreement between the Mead Public Library Board and the Library Director. (Basic agreement attached as Agenda packet item #7-A-2)
 - 3. Review and possible action regarding draft contract for staffing the Youth Services Homework Help project. (Attached as Agenda packet item #7-A-3)
 - 4. Review and possible action on amending the Bylaws and Policy Statements of the Mead Public Library Board to include an employee grievance and appeal procedure, to change the name of the Personnel Committee to the Human Resources Committee, and to revise its scope of responsibilities to include discipline, discharge, and workplace safety appeals. (Draft attached as Agenda packet item #7-A-4)

B. Finance Committee – Henry Nelson, Chair:

1. Report of the meeting of June 23.
2. Review and possible action on use of non-income Everhard-Forrer (E-F) Funds to augment the use of E-F income funds for group programming purposes in 2011 and 2012.
3. Review and possible action on use of unexpended personal services funds for a potential temporary contract for security personnel in fall 2011.
4. Review and possible action on use of reserve funds for a mold abatement project in the north emergency exit stairwell.

C. Financial Report:

1. Review and approve payment of current expenditures, including payroll and recurring expenditures – Henry Nelson/designee. (Vouchers with invoices and payroll reports available at meeting)
2. Receive monthly 2011 budget status report to date. (Available at meeting)
3. Approve line item transfers, budget amendments.
4. Report of gifts received.

D. Information Technology Committee – Chad Stauber Soik, Chair:

1. Report of the meeting of June 22.

VIII. CONFIRM DATE OF 2011/12 JOINT MEETING WITH COMMON COUNCIL FINANCE COMMITTEE – JULY 11?

IX. DIRECTOR'S REPORT:

- A. Status: Homework Help center project.
- B. Status: Contract for security services.
- C. WiscNet status in state budget process.
- D. Status: Act 10.
- E. 2011 Children's Book Festival, October 14 – 16 (<http://sheboyganchildrensbookfestival.org>).
- F. UW-Whitewater report presentation of June 20.
- G. Gates Foundation Grant – Phase Two.
- H. Business Improvement District (BID) Taste of Sheboygan, September 15.

X. LIAISON REPORTS:

- A. Eastern Shores Library System (ESLS) – Henry Nelson.
- B. Mead Public Library Foundation – Maeve Quinn.
- C. Friends of Mead Public Library – Sharon Winkle.

XI. ADJOURNMENT.