

Mead Public Library
Board of Trustees
Thursday, December 19, 2013
Rocca Meeting Room– 3:45 PM

1. Call to order and determination of quorum – Maeve Quinn, President
2. Pledge of Allegiance
3. Public Comment [5 people at 5 minutes each]
(Please sign in prior to meeting.)
4. Approval of Minutes - Meeting of November 21 (attached)
5. Correspondence, Announcements, and Common Council Referrals
6. Adopt resolution in recognition of the retirement of Mark Zehfus (available at meeting)
7. Committee Reports
 - A. Finance Committee – Dirk Zylman, Chair
 1. Report of 12/19/13 meeting
 - B. Financial Report
 1. Review and approve payment of expenditures, including payroll
 2. Receive monthly 2013 budget status report to date (Available at meeting)
 3. Approve line-item transfers, budget amendments
 4. Report of gifts received
 - C. Strategic Directions Committee – Maeve Quinn, Chair
 1. Report of meeting on 12/12/13
8. Director’s Report
 - A. Update on hiring business specialist
 - B. Update on hiring public services manager
 - C. Technology updates
 - D. Meeting with UW Sheboygan staff
 - E. Interview on channel 8
 - F. Kim Dalheimer’s LSTA grant award for adult services
 - G. Zinio Online Magazine subscription
9. Discussion and possible action on update to “Smoke Free Building” policy in regards to clarifying e-cigarette usage
10. Discussion and possible action on update to Mission Statement and Vision
11. Discussion and possible action on update to “Services of the Library” policy in regards to adding fax service

12. Discussion and possible action on update to reserve fund categories to comply with GASB

13. Discussion and possible action on using reserve funds for phase two of HVAC upgrade

14. Liaison Reports

- a. Eastern Shores Library System - Henry Nelson
- b. Mead Public Library Foundation – Kathie Norman
- c. Friends of Mead Public Library – Garrett Erickson

15. Next meeting: January 23rd

16. Adjournment

Information items:

November Statistics

To request a sign language interpreter for this meeting call 920-459-3414 via the Wisconsin Relay Service (800-947-3529) at least 5 weekdays in advance of the meeting and ask for Garrett Erickson (ext. 3414) or Pat Mueller (ext. 3411). Persons with disabilities who need other accommodations to attend the meeting should contact Garrett Erickson (459-3400 ext. 3414) or Pat Mueller (459-3400 ext. 3411) at least 3 weekdays in advance.