

**Whitefish Bay Public Library  
Library Board Meeting  
Tuesday, August 7, 2018  
Minutes—Pending**



**ATTENDANCE:**

Name	Attended	Name	Attended	Name	Attended
Douglas Armstrong (DA) School Board Rep	X	Sarah Leinweber (SL2)	Excused	Nyama Reed (NR) Director	X
Scott Lenski (SL) Librarian	X	Jennifer Livingston (JL)	X	Jay Saunders (JS) Village Board Rep	X
Tammi Giesen (TG)	X	Karen Plach (KP) President	X	Kate Tarpey (KT)	X

**ALSO ATTENDED:** None.

**CALL TO ORDER:** President Karen Plach called the Whitefish Bay Public Library Board meeting to order at 7:00 p.m.

- 1. STATEMENT OF PUBLIC NOTICE:** Duly noticed by NR.
- 2. PUBLIC COMMENT:** None.
- 3. DISCUSSION & APPROVAL of Internet Access for Minor-age Patrons:** KK and NR presented a memo about gaming in the library. DA asked what filters we have on our computers. KK and SL explained that we don't have filters. JL asked if policy is posted near the computers. NR explained policy is on the website. DA asked if parents are aware that there are no filters on computers. KK explained that we keep an eye on how computers are being used. NR proposed doing some education or programming about what can be accessed. KK said we do know the kids and we can continue a conversation with the kids about internet safety. JS said that it is naïve of us to assume parents know what their kids have access to on the computer and advocates for informing the public in a better way. JS says we don't need a vote if there aren't any proposed changes. KP asked for clarification on the complaints and KK went into more details about the specific complaints. Next steps will be for staff to hold internet safety classes, create related flyers, and adjust workflow so when a parent renews a child's library card they are informed about the library's internet policy and that access us unfiltered. Also, staff will follow up with known patron who gave one of the initial complaints.
- 4. DISCUSSION & APPROVAL of Minutes – June 5, 2018:** There were no changes to the minutes. *Moved: DA; Seconded: JL; Approved: unanimously.*
- 5. DISCUSSION & APPROVAL of Financial Reports Through July 31, 2018:** NR summarized the financial reports through end of July. *Moved: JS; Seconded: TG; Approved: unanimously.*
- 6. DISCUSSION & APPROVAL of 2019 WFBPL Budget:** NR explained that we've had a flat budget for at least 4 years and mentioned that neighboring libraries are in similar situation and are facing

closings and layoffs. The Village won't have health insurance costs until September so we are moving forward using the Village direction of 10%. NR presented two budget options. JS said we need talking points for all staff. DA asked if the Village is at its limits for raising taxes. JS said the Village is not against those limits but we are close and the current Board desires a fiscally conservative approach. *Moved: TG to approve Option B; Seconded: JL; Approved: unanimously.*

7. **DISCUSSION of Fundraising Class.** NR talked about her plan to share what she's learned with the Board at each meeting. She talked about the Test for Readiness, walking through the next steps for fundraising. JS asked about the survey and how was it distributed previously, and suggested asking the Village to include a survey in utility bills. JL suggested we include info in Bay Leaves.
8. **DISCUSSION of Committee Meetings.** NR talked about the Personnel Committee meeting, about staff changes and turnover, and how to prevent staff burnout. KP mentioned the Personnel Committee will meet quarterly. NR talked about the Development Committee meeting; next steps are to meet with the Greater Milwaukee Foundation to begin the endowment. KP talked about the upcoming Finance Committee meeting.
9. **DISCUSSION of Information Items:**
  - a) Director and Department Reports
    - i) Hoopla will continue in 2019; Models for PLSR have been released; NR informed about recent staffing changes; Personnel Committee has reached out to FT staff about feedback for annual review.
  - b) Library Building Maintenance Report
  - c) Library Statistics

**ADJOURNMENT:** Meeting adjourned at 9:00pm.

Respectfully submitted, Scott Lenski, Community & Adult Services Librarian