

**Whitefish Bay Public Library  
Library Board Meeting  
Tuesday, February 26, 2019  
Minutes—Approved**



ATTENDANCE: Name	Attended	Name	Attended	Name	Attended
Douglas Armstrong (DA) School Board Rep	X	Karen Plach (KP) President	Excused	Nyama Reed (NR) Director	X
Jay Saunders (JS) Village Board Rep	X	Kate Tarpey (KT)	X	Jennifer Livingston (JL)	X
Allison Fantetti (AF) Librarian	X	Sarah Leinweber (SL)	X	Vacant Position	

**ALSO ATTENDED: KK and TH**

**CALL TO ORDER:** Vice President Sarah Leinweber called the Whitefish Bay Public Library Board meeting to order at 6:30 p.m.

1. **STATEMENT OF PUBLIC NOTICE:** Duly noticed by NR.

2. **PUBLIC COMMENT:** None.

3. **DISCUSSION of Children Not Picked Up by Closing Time:** A continuation of discussion from the previous month. Want to make the policy into a larger child safety policy including unattended children and adults in the library as a whole. KK talked about examples from other libraries policies.

4. **DISCUSSION & APPROVAL of Replacement Library Cards:** TH explained that each MCFLS library had different library card replacement fees. TH suggested waiving the fee for a replacement card only if the card is up for renewal. NR purposed purchasing WFBPL logo library cards and offering them to patrons for free for the first year. Recommendations: 1. Replacement library cards to current cardholders for free for 1 year. 2. After 1 year, free replacement cards at time of renewal. 3. After 1 year, \$2.00 replacement cards at any time other than renewal. *Moved: SL; Seconded: TP; Approved: unanimously.*

5. **DISCUSSION & APPROVAL of Minutes of February 5, 2019:** Small grammar and spelling issues fixed. *Moved: JS; Seconded: KT; Approved: unanimously.*

6. **DISCUSSION & APPROVAL of Finance Report Through January 31, 2019:** NR summarized the finance report through the end of January. *Moved: DA; Seconded: KT; Approved: unanimously.*

7. **DISCUSSION & APPROVAL of Annual report to DPI:** NR summarized the report to Wisconsin Department of Public Instruction. *Moved: DA; Seconded: JS; Approved: unanimously.*

**8. DISCUSSION & APPROVAL of Orange Boy Philanthropy Model Proposal:** NR summarized the proposal from Orange Boy. CEO, Clark Swanson of Orange Boy will be at the March Library Board meeting to make a pitch. DA brought up concerns about using patron data for philanthropy fund raising. SL brought up the fact that committees are in flux, in particular fund development committees. NR will reach out and gather additional information from consultants about their cost and specifics they would bring to the table. Motion to Table until the March Library Board Trustees meeting *Moved: JS; Seconded: KT; Approved: unanimously.*

**9. DISCUSSION of Information Items:**

- a. Director and Department Reports
  - i. Update on Legal Counsel
  - ii. Update on Board Recruiting
- b. Library Building Maintenance Report
- c. Library Statistics

NR talked to three different lawyers over the phone to gather information. DA may have someone who may be interested in helping. NR is meeting with the same legal counsel firm as the village lawyer next week. The ad hoc committee will make a recommendation of which counsel to hire. NR stated we had 8 library board applicants thus far. Applications close 2/27/2019.

NR summarized key aspects from the department reports from adult services staff, youth services staff, and circulation staff. Updates included what the Friends budget for 2019 will cover, Adult Services used CollectionHQ to continue weeding, Young Adult programing hosted a pizza party program with 60 teens attending, Youth Services had Katie attend a meeting in Waupaca for her YSS position and circulation.

**ADJOURNMENT:** Meeting adjourned at 7:50 pm. Motion: JS; Second: DA; Approved; Unanimously. Respectfully submitted, Allison Fantetti, Teen Services & Technology Librarian