

**Whitefish Bay Public Library
Library Board Meeting
Tuesday, April 4, 2017
Minutes—Approved**

ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Anne Burroughs (AB)	X	Elaine Griffin (EG) President	Excused	Nyama Marsh (NM) Director	X
Jay Saunders (JS) Village Board Rep	X	Karen Plach (KP)	X	Paul Smith (PS)	X
Tammi Giesen (TG)	X	Krista Hutley (KH) Librarian	X	Pam Woodard (PW) School District Rep	X

CALL TO ORDER: Vice-President Karen Plach called the Whitefish Bay Public Library Board meeting to order at 7:01 p.m.

1. **STATEMENT OF PUBLIC NOTICE:** Duly noticed by NM.
2. **PUBLIC COMMENT:** None
3. **DISCUSSION & APPROVAL of Minutes – March 3, 2017:** No corrections.
Moved: AB; Seconded: TG; Approved: unanimously
4. **DISCUSSION & APPROVAL of Financial Reports Through March 31, 2017:** NM summarized the financial reports through end of March. IT Support Contract Services is higher than expected due to replacement computer costs after brown-outs from a wind storm damaged two staff computers. The Village fund for building maintenance is almost spent; the ongoing building budget will be revisited at the May meeting.
Moved: PS; Seconded: PW; Approved: unanimously
5. **DISCUSSION & APPROVAL of Annual Report to the Community:** This year the Annual Report to the Community was re-designed as a double-fold four-page document to incorporate information on the library's new brand, with a letter from the Director and a retrospective of the library's past logos. The Board gave feedback on the draft. Approval of the document was tabled until the May meeting, to give time to implement changes.
Moved: JS; Seconded: PW; Tabled until May meeting
6. **DISCUSSION of Strategic Plan Update:** NM summarized the six imperatives of the Strategic Plan and the staff itinerary to show the status of all elements. The Board noted that they will discuss a process for finding expert consultants for imperatives 3 and 5 at the May meeting.
7. **DISCUSSION of Technology Trends:** KH summarized the general research she did on national library-technology trends and indicated where Whitefish Bay Public Library falls within these trends, including ways to increase technological literacy in patrons and staff, developing more library's services that are web-based and mobile services, and balancing internet access with

increasing privacy concerns. The Board asked some clarifying questions.

8. **ADJOURN TO CLOSED SESSION:** per WI State Statute 19.85(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and may reconvene in open session to act upon such matters.

PW moved and TG seconded the motion to move into closed session. The Library Board of Trustees took a roll call vote, which was unanimous, and moved into closed session at 8:14 pm.

9. **DISCUSSION of Market Comparison of Staff Wages.**

RETURN TO OPEN SESSION: JS moved and TG seconded the motion to move out of closed session. The Library Board of Trustees took a roll call vote, which was unanimous, and reconvened in open session at 8:20 pm. No action was taken.

10. **DISCUSSION of Informational Items:** NM summarized key aspects from the department reports from adult services staff, youth services staff, and circulation staff. Updates included news on the new Village Manager, news about the development of the library's new web site, and a series of Community Conversation programs at the library in response to troubling local and national events regarding Jewish Community Centers.

ADJOURNMENT: Meeting adjourned at 8:42 pm.

Respectfully submitted, Krista Hutley, Adult & Administrative Services Librarian