

**Whitefish Bay Public Library
Library Board Meeting
Tuesday, February 7, 2017
Minutes—Pending**

ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Anne Burroughs (AB)	Excused	Elaine Griffin (EG) President	X	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

ALSO PRESENT: Sophia S., Eunah C., and Virginia M., Whitefish Bay High School students

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

1. **STATEMENT OF PUBLIC NOTICE:** Duly noticed by NM.
2. **PUBLIC COMMENT:** None
3. **DISCUSSION & APPROVAL of Minutes January 2, 2017:** KH corrected minutes, as she was not in attendance at the January meeting.
Moved: TG; Seconded: JS; Approved: unanimously (as amended)
4. **DISCUSSION & APPROVAL of Financial Reports Through January 31, 2017:** NM summarized the financial reports through end of January. She mentioned the replacement of the staff refrigerator that led to two charges and deliveries; one refrigerator has been returned and will be credited back. The Village fund for unplanned library building maintenance is already 18% spent. NM mentioned the corrections for the overage in 2016 Salaries & Wages will be finalized by March, when the 2016 year-end balance will be closed out. Revenue in 2017 is slightly up thanks to early donations.
Moved: PS; Seconded: PW; Approved: unanimously
5. **DISCUSSION & APPROVAL of 2016 Annual Report to the State:** NM presented a comparative analysis of the 2015 and 2016 Annual Report. She noted that while circulation and reference transactions decreased, our foot traffic remained consistent in 2016, plus computer and wireless use increased compared with 2015. Program attendance overall remained consistent or increased. She summarized that this represents a change in the use patterns of our patrons rather than a decline in use and noted that it is reflective of trends seen in other Milwaukee County libraries.
Moved: KP; Seconded: JS; Approved: unanimously
6. **DISCUSSION of Board Member Recruiting:** EG requested the Board discuss recruiting experts in the Whitefish Bay and Milwaukee community with which to consult on the library's strategic plan topics, such as fund-raising or planning space improvements, on an ad-hoc volunteer basis. The Board vigorously discussed the merits of volunteer committees, when to pay for expert help, giving ownership to library stakeholders, leveraging local talents, and seeking assistance from other community organizations.
7. **DISCUSSION of Programming Trends – Teens:** KH presented a memo written by herself on important trend areas in Teen Programming. Areas highlighted were based on the Young Adult Library Services Association's "Teens First" campaign: Multiple Literacies; Makerspaces, Technology, & Creativity; Community Involvement; and Workforce Development Training. She also included a category for programming and services focused on creating a fun, welcoming, and safe environment.
8. **DISCUSSION of Informational Items:** NM summarized key aspects from the department reports from adult services staff, youth services staff, and circulation staff. She highlighted: Friends of the Whitefish Bay Library total revenue for 2016 and their 2017 allocations, including funding for attending the PowerUp conference for Youth Services staff and other upcoming staff professional development activities.

ADJOURNMENT: Meeting adjourned at 8:24 pm.

Respectfully submitted, Krista Hutley, Adult & Administrative Services Librarian