

LIBRARY BOARD MEETING  
MINUTES  
November 20, 2008

The regular monthly meeting of the Racine Public Library Board of Trustees was held on November 20, 2008 at 4:30 PM in the Emily Lee Room.

Board members Karen Dagg, Thomas Friedel, Robert Goepel, Donna Maldonado, Lee Martinez, Douglas Miller, Dwayne Olsen, and Theron Snell were present. Jerome Maller and Geoffrey Schiveley were excused. Library Director Jessica MacPhail, Business Manager Daniel Schultz, and Head of Circulation Services Robert Margis also attended.

President Thomas Friedel called the meeting to order at 4:31 PM.

Mr. Margis spoke to the board regarding the library's interlibrary loan operations. No members of the public were present nor had asked to speak. Mr. Margis left the meeting.

Finance & Personnel Committee – Douglas Miller

It was moved by Mr. Miller and seconded by Mr. Olsen that the model form for evaluating the performance of the Library Director—presented by the Library Director to the committee—be used for this year's evaluation. Motion carried.

It was moved by Mr. Miller and seconded by Mr. Friedel that the Fiscal Policy and the Trust Fund Investment and Use Policy be approved as presented by the committee. Motion carried.

Action Taken by the Board

1. It was moved by Mr. Olsen and seconded by Mr. Friedel to approve the 2009 activities portion of the 2009 – 2011 Strategic Plan. Motion carried.
2. It was moved by Mr. Goepel and seconded by Mr. Martinez that the Fair Labor Standards Act Policy be referred to the Finance & Personnel Committee for a recommendation. Motion carried.
3. It was moved by Mr. Goepel and seconded by Mr. Martinez that the Anti-Harassment Policy be referred to the Finance & Personnel Committee for a recommendation. Motion carried.

4. It was moved by Mr. Goepel and seconded by Mr. Martinez that the Equal Employment Opportunity Policy be referred to the Finance & Personnel Committee for a recommendation. Motion carried.
5. It was moved by Mr. Goepel and seconded by Mr. Martinez that the Proctoring Policy be referred to the Finance & Personnel Committee for a recommendation. Motion carried.
6. It was moved by Mr. Goepel and seconded by Mr. Martinez that the Staff Use of Collections Policy be referred to the Finance & Personnel Committee for a recommendation. Motion carried.
7. It was moved by Mr. Friedel and seconded by Mr. Goepel that the regular December board meeting for 2008 be cancelled. Motion carried.

#### Consent Agenda

It was moved by Mr. Friedel and seconded by Mr. Goepel that the following items be approved as presented:

1. The minutes of the October 16, 2008 board meeting
2. Personnel Report  
Resignation Part Time: David Stewart
3. Vouchers and credit card purchases of the last month
4. The October 2008 financial report
5. The Library Director's Report
6. The "Dashboard" Report

Motion carried.

#### Old Business

None

#### Items for the Next Agenda

1. Recommendations of the Finance & Personnel Committee
2. Performance evaluation of the Library Director

It was moved by Mr. Friedel and seconded by Mr. Goepel that the meeting be convened in closed session to discuss a prohibited practices complaint made by Racine Public Library Employees, Local 67, Council 40, AFSCME and pursuant to Wisconsin Statute 19.85(1)(c). Motion carried unanimously. President Snell then announced the meeting would convene in closed session for the reasons stated in the motion and pursuant to Wisconsin Statute 19.85(1)(c).

Having no further business to conduct, the meeting adjourned at 5:32 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Daniel Schultz". The signature is written in a cursive style with a large, sweeping initial 'D' and a long, horizontal tail on the 'S'.

Daniel Schultz  
Recording Secretary