



**ATTENDANCE**

<u>Board of Trustees</u>	Attended
<b>Name, Position Title, Year Board Term Expires</b>	
Kate Tarpey, President, 2020	X
Sarah Leinweber, Vice President, 2020	X
Jay Saunders, Village Board Representative, n/a	X
Vacant, School District Representative	n/a
Jennifer Livingston, Member, 2021	X
Kelley McCaskill, Member, 2021	X
Ellie Gettinger, Member, 2022	Absent
<u>Staff</u>	
Nyama Reed, Library Director	X
Allison Fantetti, Teen Services & Technology Librarian	X

**ALSO ATTENDED:**

**CALL TO ORDER:** President Kate Tarpey called the Whitefish Bay Public Library Board meeting to order at 6:32 p.m.

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

1. **PUBLIC COMMENT:** None
2. **DISCUSSION & APPROVAL of Minutes of October 22, 2019:** *Moved: JL; Seconded: SL; Approved: unanimously.*
3. **DISCUSSION & APPROVAL of Finance Report Through October 31, 2019:** NR summarized the finance report through the end of October. *Moved: KM; Seconded: JS; Approved: unanimously.*
4. **DISCUSSION & APPROVAL of Program Room Policy, revision:** NR summarized the revised program room policy. NR explained the need to change the Program Room pricing and room rules. JL asked several grammar related clarification questions on the policy. The Board felt that the increase prices were carefully considered and felt that they were a justified increase. *Moved: JL; Seconded: KM; Approved: unanimously.*
5. **DISCUSSION & APPROVAL of Server Transition Project:** NR stated that the transition project would not occur until January of 2020. The Board remarked the plan was very well thought out and would like to move forward with the transition. *Moved: SL; Seconded: JL; Approved: unanimously.*
6. **DISCUSSION & APPROVAL of 2020 Staff Wage Increase:** NR explained the Village Board approved a 2.5% wage increase with an optional additional “up-to-2%” merit. In keeping with the Village Board action, the Library Board approved:
  - a. a 2.5% wage increase for all staff that receive satisfactory 2019 performance evaluations.
  - b. up to an additional 2.0% for merit for staff:
    - i. based on significant contributions and impact on department functioning, set forth by their supervisor(s)
    - ii. with percentage set by Library Director
    - iii. as is viable within the approved 2020 budget.*Moved: SL; Seconded: KM; Approved: unanimously.*

7. **DISCUSSION & APPROVAL of Public Records Notice Policy, new:** NR stated that by law the library needs a public records notice policy and submitted the proposed policy. JS requested the term Leadership Team to be explicitly defined in other policy. *Moved: JL; Seconded: SL; Approved: unanimously.*
8. **DISCUSSION of Information Items:**

NR summarized key aspects from the department reports from all departments:

  - a. the Library Foundation Board continues to edit bylaws
  - b. discussion of children playing first-person shooter games on YS computers
    - i. the Board supported their 2018 action that parents are responsible for supervising their children not library staff
    - ii. but emphasized staff should provide proactive education to parents that the library computers are unfiltered
  - c. Katie attended the WLA Conference and reflected on her transition from attendee to leader
  - d. Teen programming had a Candies Around the World program with 17 teens in attendance;
  - e. Circulation hired two new shelvers.

**ADJOURNMENT:** Meeting adjourned at 7:51pm. *Motion: JS; Second: KM; Approved: unanimously.*  
Respectfully submitted, Allison Fantetti, Teen Services & Technology Librarian