

**Whitefish Bay Public Library
Library Board Meeting
Tuesday, March 1, 2016
Minutes—Approved**

ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Anne Burroughs	Excused	Elaine Griffin President	X	Nyama Marsh Director	X
Will Demet Village Board Rep	X	Susan Hopwood Vice President	Excused	Paul Smith	X
Tammi Giesen	X	Krista Hutley Librarian	X	Pam Woodard School District Rep	X

ALSO PRESENT: Whitefish Bay High School students Rachel P., Charlie D., Meghan G., Sam F. Caitlin M., and Lucy B.

CALL TO ORDER: President Elaine Griffin called the monthly meeting of the Whitefish Bay Public Library Board 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 for January 5, 2016:** PW moved to approve the minutes of the January meeting and PS seconded. The minutes were unanimously approved.
4. **DISCUSSION & APPROVAL of Financial Reports Through February 29, 2016:** NM summarized the January and February financial reports. NM reminded Board members that Village property taxes are not collected until May and will not appear on the library budget as revenue until then. She also described the line item created to reflect the funds from a private donor restricted to assisting the library's new web site. \$469.76 of Fund 22 monies spent will be re-coded to Fund 13 by March 31. PS moved to approve the financial reports through February 29 and WD seconded. The financial reports were unanimously approved.
5. **DISCUSSION of Strategic Plan Overview:** TG presented an overview of the purpose of the Strategic Planning Committee, their process, the work they have done to date, and their planned next steps. The purpose of the committee is to identify the library's current environment and its core values, envision the library's future, and develop an actionable plan for achieving that vision. TG presented the committee's revisions of the Whitefish Bay Public Library's mission and guiding principles for the Board's feedback. The Board discussed what the library of the future will look like and what the Whitefish Bay Public Library should do to remain relevant and important to our community.
6. **DISCUSSION & APPROVAL of Proposed WFBPL Mission:** The Board discussed the revised WFBPL Mission Statement written by the Strategic Planning committee. Board members suggested revisions, which TG will take back to the Strategic Planning committee. The Board voted to postpone approval of the Mission Statement until the April 2016 meeting.
7. **DISCUSSION & APPROVAL of Proposed WFBPL Guiding Principles:** The Board discussed the proposed WFBPL Guiding Principles written by the Strategic Planning committee. Board members

suggested revisions, which TG will take back to the Strategic Planning committee. The Board voted to postpone approval of the Guiding Principles until the April 2016 meeting.

8. **DISCUSSION & APPROVAL of Annual Report to Department of Public Instruction (DPI):** NM gave an overview of the Annual Report that will be submitted to DPI and compared it to the Annual Report from 2014. She summarized the trends seen in traditional and digital circulation, wireless usage, program attendance, and visitor traffic. WD moved to approve the DPI Annual Report and PS seconded. The DPI Annual Report was unanimously approved.

9. **DISCUSSION of Informational Items:** NM summarized key aspects from the department reports. The bathroom counters are finished and have received compliments from patrons. The Youth Services department has attracted a large number of middle school teens after school; this situation has prompted some adults to complain. An opening on the Library Board will be posted, as Vice-President Susan Hopwood will be leaving the Board at the end of her term. The Friends of the Whitefish Bay Library has approved their 2016 budget, including allocating \$10,000 for the library's new web site. The Milwaukee County Federated Library System has approved a system-wide subscription to Gale Courses.

ADJOURNMENT: Meeting was adjourned at 8:50 pm.

Respectfully submitted,
Krista Hutley
Administrative & Adult Services Librarian