

**Whitefish Bay Public Library
Library Board Meeting
Tuesday, January 2, 2017
Minutes—Approved**

ATTENDANCE:

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

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 December 6, 2016:** AB corrected minutes, as she was not in attendance at the December meeting.
Moved: PW; Seconded: JS; Approved: unanimously (as amended)
4. **DISCUSSION & APPROVAL of Financial Reports Through December 31, 2016:** NM summarized the financial reports through end of December. NM mentioned an overage in Salaries and Wages, which she had not previously noticed, due to three new employees' wages being coded to a defunct budget line. NM took responsibility for the mistake and stated she is confident the 2016 Budget bottom will remain on target due to underspending in other budget lines.
Moved: AB; Seconded: KP; Approved: unanimously
5. **DISCUSSION of 2016 Director's Goals – Final:** The Board changed this item to Discussion rather than Approval due to it being an update of previously approved goals. NM presented a final update on completion of her 2016 Director's Goals. Most goals were completed or are in progress. The only "not completed" item was continuation of the North Shore Community Read, which was affected by staffing levels at other area libraries with whom we would collaborate. Discussion ensued regarding success of WFB Talks and WFB Photo Contest as signature programs for WFBPL.
6. **DISCUSSION & APPROVAL of 2017 Director's Goals:** NM presented her 2017 Director Goals, which build on work completed in 2016, such as implementation of the Strategic Plan, completion of the website, updating of Marketing Plan and Technology Plan (with assigned staff), and other focal areas.
Moved: KP; Seconded: AB; Approved: unanimously
7. **DISCUSSION of Programming Trends – Adults:** NM presented a memo written by Scott Lenski, Community & Adult Services Librarian. Important trends areas for adult programming are Community, Literary, Maker, and Technology. WFBPL offers solid programming for adults (i.e. book clubs and technology instruction), plus cultural programming and speaker series which are more unique for suburban libraries in our area. We will work to strengthen our basic offerings and enhance our signature offerings.
8. **DISCUSSION of Programming Trends – Children:** NM presented a memo written by Katie Kiekhaefer, Head of Youth Services. Important trends areas for children's programming are STEM/STEAM, Storytime with a Twist, Beyond Storytime, Technology, and Outreach & Partnerships. WFBPL offers exceptional programming for children. We will work to maintain current levels of programming given staffing levels, while innovating to keep programs fresh.
9. **DISCUSSION of Informational Items:** NM summarized key aspects from the department reports from adult services staff, youth services staff, and circulation staff. She highlighted: the VERY successful Bulgarian Folk Dance program, about which we received multiple positive compliments; dealing with a patron who sleeps up to 6 hours a day in the library and one who monopolizes staff time for scanning (up to 2 hours at a time).

ADJOURNMENT: Meeting adjourned at 8:37 pm.

Respectfully submitted, Nyama Y. Marsh, Library Director

Approved at February 7, 2017 Library Board of Trustees Meeting