

**Whitefish Bay Public Library
Library Board Meeting
Tuesday, December 12, 2017
Minutes—Approved**

ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Douglas Armstrong (DA) School Board Rep	X	Elaine Griffin (EG) President	X	Nyama Reed (NR) Director	X
Jay Saunders (JS) Village Board Rep		Karen Plach (KP)	X	Paul Smith (PS)	X
Tammi Giesen (TG)	X	Allison Fantetti (AF) Librarian	X	Sarah Leinweber (SL)	X

ALSO ATTENDED: Scott Lenski: Librarian

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 NR.
2. **PUBLIC COMMENT:** None.
3. **DISCUSSION & APPROVAL of Minutes – November 7, 2017:** Grammar on Krayon Kiosk. Edits noted. *Moved: DA; Seconded: KP; Approved: unanimously*
4. **DISCUSSION & APPROVAL of Financial Reports Through November 30, 2017:** NR summarized the financial reports through end of November.
Moved: PS; Seconded: KP; Approved: unanimously.
5. **DISCUSSION & APPROVAL of Library Website: Motion to approve the beta of website approved, no change on the domain name:** *Moved: DA; Seconded: PA; Approved: unanimously.*
Website presentation by Nyama R. and Scott L.
Well thought-out and organized, very responsive DA
Love the colors SL
Great features and functionality. Want to make sure the brand is shown throughout website. Additional triangle on main page to add color to main page. Logo larger on bottom of page. Kids page, more triangle colors-bullet point colored triangles for links? Compliments to Scott. TG
Compliments to staff. PS
Web Address:
Inexpensive to register another domain. DA
WFB is what the village uses. KP
Hashtag push to increase message TG
WFB has one of the shortest website links, which is great. We trust library staff to handle daily operations. EG
6. The Library Board of Trustees may convene into Closed Session per WI State Statute 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and may reconvene in open session to act upon such matters.
7. The Board may reconvene to open session. The Board reserves the right to take action on any topic discussed in Closed Session.
8. **DISCUSSION of Information Items:**
 - a. Director and Department Reports
 - b. Library Building Maintenance Report
 - c. Library Statistics

NR summarized key aspects from the department reports from adult services staff, youth services staff, and circulation staff. Updates included staff's attendance at the Wisconsin Library Association conference; the interview process and new hire for Teen Services and Technology Librarian; and NM's award for the 2017 Peace Award from the United Nations of

Greater Milwaukee for her work and dedication on the annual event.

ADJOURNMENT: Meeting adjourned at 8:pm.

Respectfully submitted, Allison Fantetti, Teen Services & Technology Librarian

IMPORTANT DATES Jan 4 & 18, Monday, 7:00 pm - Village of Whitefish Bay Trustee (Library Program Room) December 20, Wednesday, 6:30 pm- Friends of the Library Board (Library Program Room) January 9 (rescheduled), Tuesday, 7:00 pm - Library Board (Library Program Room)