

**Whitefish Bay Public Library
Library Board Meeting
Tuesday, February 6, 2018
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	X	Karen Plach (KP)	X		
Tammi Giesen (TG)	X	Allison Fantetti (AF) Librarian	X	Sarah Leinweber (SL2)	X

ALSO ATTENDED:

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 – January 9, 2018:** There were no changes to the minutes. *Moved: DA; Seconded: KP; Approved: unanimously*
4. **DISCUSSION & APPROVAL of Financial Reports Through January 31, 2018:** NR summarized the financial reports through end of January. *Moved: TG; Seconded: KP; Approved: unanimously.*
5. **DISCUSSION & APPROVAL of Annual report to Department of Public Instruction:** NR summarized the DPI report. Needed changes were noted for database usages, materials budget, and remaining Fund 22 monies. *Moved (as amended): KP; Seconded: SL; Approved: unanimously.*
6. **DISCUSSION of Strategic Plan:**
NR gave update on strategic plan and roll out. Coming tasks are broken out by category and also by person so everyone knows what is their responsibility for 2018.
7. **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.

ADJOURNMENT: Meeting adjourned at 8:35pm.

Respectfully submitted, Allison Fantetti, Teen Services & Technology Librarian

IMPORTANT DATES

- March 5 & 19, Monday, 6:00 pm - Village of Whitefish Bay Trustee (Program Room)
- March 21, Wednesday, 6:30 pm- Friends of the Library Board (Program Room)
- April 3, Tuesday, 7:00 pm - Library Board: (Program Room)