



North Shore Library Board Agenda
Thursday, May 18, 2023
9:00 a.m.
Library Community Room and Zoom
Meeting is available in person and via Zoom

Zoom Access: <https://us02web.zoom.us/j/89999270416?pwd=Z1NQZzZ1d3l1OXhjN2hFbFI5Kz1lQT09>

Meeting ID: 899 9927 0416

Passcode: 18May2023

Phone audio: 1-312-626-6799

Audio ONLY: 1-312-626-6799; Meeting ID: 889 9927 0416

1. Call to order and Roll Call

Meeting was called to order by Acting Chair Zitzer at 9 a.m.

Present: Anderson, Arteaga-Derenne, Grady, Isaacson, Kabara, Smanz, Warwick, and Zitzer

Also Present: Robb Cronwell (City of Glendale resident) Heidi Muehlhausen (NSL Head of Circulation Services), Haley Samuelson (Head of Adult Services)

Lane arrived at 9:04 a.m.

2. Public Comment

At this time, individuals can address the Library Board on any topic for a three minute time period per person, with extensions per the Library Board President's discretion. No action will be taken aside from the possible referral to committees and/or individuals.

Mr. Cronwell expressed concerns regarding the joint library agreement feeling Glendale should have four representatives and the meeting locations needing to rotate between the four communities. He also was surprised NSL does not currently have a designated "donation fund".

THE NORTH SHORE LIBRARY BOARD RESERVES THE RIGHT TO TAKE "ACTION" ON ANY OF THE ITEMS LISTED BELOW:

3. CONSENT AGENDA:

Minutes: Library Board: 04.20.23

Fundraising Committee: 04.05.23

Special Meeting: 04.27.23

Special Meeting: 04.28.23

April 2023 Invoices

2023 YTD Financials

Motion made by Grady/Arteaga-Derenne to approve consent agenda. Motion carried unanimously.

UNFINISHED BUSINESS

4. Nominating Committee

Grady reported that the Board would need to decide if they would like to revert back to the four officer model (President, Vice President, Treasurer, and Secretary) or continue with a three officer model (President, Vice President, Treasurer/Secretary.) Zitzer stated that the role of both Secretary and Treasurer should be kept separate as they each have significant duties. Kabara stated Gould should no longer be tasked with taking minutes as to be able to fully engage with business at hand. Arteaga-Derenne and Isaacson voiced their agreement. Motion to approve a slate of four officers was moved by Grady/Anderson. Motion carried unanimously. Grady presented the following slate; President: Zitzer, Vice President: Warwick, Treasurer: Arteaga-Derenne, and Secretary: Kabara. Motion made by Grady/Smanz to approve slate. Motion carried unanimously.

5. Update Capital Campaign fundraising

Gould stated that she and Julie Cotter of McDonald Schaefer presented at Bayside and River Hills board meetings and Cotter and Zitzer presented to Glendale's Common Council on the current status of fundraising. A Ceremonial Ground Breaking was held May 10, 2023. Zitzer stated that Cotter was able to make connections with those in attendance, Library Staff as well as approximately 60-70 community members were in attendance. Gould showed a copy of an article appearing in the Journal Sentinel. Zitzer stated groundbreaking will be in approximately 35 days. Zitzer stated that the Peck Foundation has pledged \$200, 000 and WE Energies awarded NSL a \$25,000 grant. Visits with potential donors are being scheduled.

6. Update from the Friends of the Library and the Library Foundation

Gould stated the Spring Book Sale raised approximately \$2500. The FOL disbursed \$36,155 to the library for various projects such as Adult Programming, expansion of NSL'S Explore Pass program, and software for Circulation Services. FOL meetings will resume in September 2023. No report from the Library Foundation.

7. Update from Community Trustees

- a. Bayside: Zitzer stated the regularly scheduled board meeting is Thursday, May 18, 2023
- b. Fox Point: No Report
- c. Glendale: Warwick stated that Johnson Controls has just broken ground on an expansion of their existing facility which will result in the creation of approximately 250 jobs.
- d. River Hills: Isaacson stated the plan for 51 new residential units in the village is progressing.

8. Update from Nicolet School District

Kabara stated that due to the current renovations there will be one main entrance to the building for summer programming which will continue but be relocated within the existing facility.

9. Director's Report

Gould stated her meeting schedule as ramped in connection with fundraising efforts and the building project in general. In addition to community board presentations she has with Rinka to review the current schematics for the building. Gould stated she reached out to the Library Director at Cardinal Stritch regarding plans for library equipment, furnishings, and collections. Gould and Samuelson will be attending ALA in Chicago in June.

10. Architectural plan from Rinka

Grady/Arteaga-Derenne moved to create an Architectural Review Committee. Motion carried unanimously. Smanz, Zitzer, Arteaga-Derenne plus the NSL Management Team (Gould, Caivano, Muehlhausen, and Samuelson).

11. **One North/Library groundbreaking**
Discussed under Capital Campaign Fundraising

NEW BUSINESS

12. **DISCUSSION/ACTION BUDGET RESOLUTION 23-02**
The creation of separate accounts was proposed for the FOL disbursement. Motion made by Warwick/Kabara. Motion carried unanimously.
13. **DISCUSSION/ACTION REQUEST FOR RECONSIDERATION POLICY**
Gould presented an updated Request for Reconsideration Policy. Motion made by Warwick/Anderson to accept with the amendment to include the item under reconsideration will remain in circulation during the reconsideration process. Motion passed unanimously.
14. **DISCUSSION/ACTION FINES UPDATE**
Samuelson presented the new simplified and more equitable loan and fines structure. Motion was made by Anderson/Grady to accept. Motion passed unanimously.
15. **UPDATED JOINT AGREEMENT**
Board discussed current Joint Agreement. Trustee Warwick will review with other Administrators.
16. **SCHEDULE EXECUTIVE COMMITTEE MEETING FOR THE LIBRARY DIRECTOR ANNUAL REVIEW**
Time and date to be determined.
17. **FUTURE AGENDA ITEMS**
- a. Board By Laws to be drafted and presented by Grady
 - b. Review of Committee Structure and membership
 - c. Strategic Plan
18. **ADJOURNMENT until June, 15, 2023 at 9:00 a.m.**
Motion made by Grady/Arteaga-Derenne to adjourn at 10:28 a.m. Motion carried unanimously.

cc: Library Board, Library Director, Library Staff, Library Bulletin Board, Library Website, Community Newspapers, Bayside, Fox Point, River Hills and Glendale City and Village Halls.

NOTE: Issues that require public input or for which citizens are present will receive priority on the agenda. If you require special services, please notify the library director in advance of the meeting.