

North Shore Library Board Meeting Minutes

Thursday, February 21, 2019

9:00 a.m.

North Shore Library Board Room

6800 N Port Washington Rd, Glendale Wi 53217

1. ROLL CALL

President Glaisner called the meeting to order at 9:00 a.m.

Present: Bartels, Fonstad, Pierner, Rindt, Rosenfeld, Schmidt, Shaw, Wadzinski, Glaisner

Excused: Franklin

Also Present: Susan Draeger-Anderson, Library Director, Andy Pederson, Bayside Village Administrator, Mayor Bryan Kennedy, Glendale

2. PUBLIC COMMENT

There was no public comment

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

NEW BUSINESS ITEM

3. North Shore Library Renovation Discussion with Glendale Mayor, Bryan Kennedy

Mayor Kennedy presented a letter to board members (attached) requesting that the North Shore Library Foundation raise \$1Million of the renovation costs. Mayer Kennedy pointed to precedence at the Whitefish Bay and Shorewood renovations, both in 2002, where private funds were raised for the renovation. He also stated that the Richard E. Maslowski Glendale Park project was completed with mostly private funds of \$2.4M with the city investing just \$450K due to cost overruns. He further stated that in 1986, private funds were raised to finish the library space and no tax dollars were used for this capital expense. Mayor Kennedy offered his and his council's expertise in fundraising should the Foundation need it.

Mayor Kennedy also expressed his disappointment that Fiscal agent fees were being paid to Fox Point. He stated that Glendale could sell the current library space for \$1M and gain \$75K-\$80K/year in tax payments. Yet they continue to rent the space for \$1.00/year for the library to use as per the Joint Library Agreement. When asked about extending the lease, Mayor Kennedy stated that Fox Point is overstepping by not providing fiscal services as an in-kind service. He stated that Glendale is willing to extend the lease but will need to charge rent if Fox Point continues to charge for fiscal services. He also would like each of the four communities to offer some type of "in-kind" service beyond good will.

When asked if Glendale has the funds for the renovation in their Capital Plan, Mayor Kennedy said

\$2-2.1M is in the Glendale Capital Improvement Plan for the renovation. They bond for projects in January/February/March.

4. CONSENT AGENDA:

Library Board Minutes: 1.17.19

Invoices: 1.16.19 2018 Invoices, 1.16.19 2019 Invoices, 1.27.19 Invoices, 2.13.19 Invoices

YTD: 2018 Expenses, 2018 Other Expenses, YTD 2019 Expenses, YTD Other Expenses

2018-2019 FOL YTD Expenses, 2018 Statistics Report, January Statistics Report

Motion was made by Rosenfeld/Bartels to approve the consent agenda. Motion carried with 8 yes votes and 1 abstain.

- 5. Friends of the Library Report:** Book Sale March 14-17 Draeger-Anderson reported that the Friends are busy planning for the March Booksale. Glaisner encouraged Board Member to volunteer with set up and at the sale. Draeger-Anderson passed around the latest Friends Newsletter.

6. NSL Foundation Report

Motion was made by Rosenfeld/Rindt to ask the North Shore Library Foundation to modify their bylaws to allow fundraising for capital improvements, which includes raising funds for the full renovation of the library. Motion carried unanimously

Motion was made by Wadzinski/Bartels to request that the North Shore Library Foundation honor the Glendale request to raise \$1M toward the full renovation of the North Shore Library based on the plans created by HGA. Motion carried unanimously.

Motion was made by Wadzinski/Rindt to let the North Shore Library Foundation know that the North Shore Library Board recommends that the North Shore Library Foundation use current funds to retain a Professional Fundraiser. Motion carried unanimously.

7. Updates from Community Trustees

Bayside – none

Fox Point – Eric Fonstad reported to Fox Point that the President of the North Shore Library Foundation told the Library Board that North Shore Library Foundation did not intend to raise funds for the brick and mortar of the renovation.

Glendale – Mayor Kennedy gave his report above

River Hills – have not met

8. Director's Report

- Draeger-Anderson reported that the Library has been closed 3 days (2 in January and 1 in February) since the last meeting due to snow and cold.
- North Shore Library has purchased the new MacBook Air and Yeti Microphone to be used for the podcast. Funding for this came from the River Hills Foundation. This equipment will be used to create videos, podcasts, and other multimedia projects for the NSL. It will help tremendously with library branding and content production.
- Barbara Alvarez, Head of Adult Services, is now Vice-Chair of the Reference and Adult Services Section through Wisconsin Library Association.

- Melody Schuetz had her last day at North Shore Library on January 31 and took a full-time position at Oak Creek Library. Barbara and Susan are currently interviewing applicants to fill the part-time Reference Librarian role.
- Winter Reading Club kicked off. This is the first time that Adult Services is participating. Patrons can win prizes for reviewing books for the monthly raffle drawing. This goes on through February 28. In January, there were 52 reviews submitted. 4 winners were chosen from the raffle.
- The popular Winter Nights Foreign Film Series has been running.
- Youth Services is also running a winter reading challenge for kids. All winter-spring programming is off to a great start.
- Alyssa Pisarski, current Head of Youth Services, has been hired to fill the new Assistant Director position. Staff have been very positive about this change. Alyssa has been spending 1-2 hours per day training in the Circulation area and will be full time on March 4.
- Alyssa and Heidi are interviewing for the three open shelver positions.
- Alyssa will be hiring for two open Circulation Aide positions when she is settled in her new position.
- I have posted the Head of Youth Services Position and hope to fill this as quickly as possible.
- Draeger-Anderson reported that she has met with the four Village/City Administrators twice since the last Library Board meeting. The next meeting is scheduled March 12.

Discussions included:

- The lease and various options. The lease is between Glendale and the Villages. Glendale will come up with a proposal. We discussed desirable terms.
- The Joint Library Agreement and need to perhaps revisit this along with the lease.
- We discussed when communities could borrow for the project:
 - ❖ Bayside – 2021
 - ❖ Fox Point – anytime, pay cast for 2019 work
 - ❖ Glendale – April/May Borrow
 - ❖ River Hills – now
- Questions for Draeger-Anderson: timing of project cash flow, 5 year operating Budget and details on the cost of the transition plan.

NEW BUSINESS

9. Review and update of financial donation levels and naming rights.

Fonstad/Bartels moved to adopt the North Shore Library Naming Policy as presented to supersede the September 14, 2014 Naming Rights Policy. Motion carried **unanimously**.

10. Library Board Meeting Time adjustment discussion and approval. Motion made by Fonstad/Wadzinski to move North Shore Library Board Meeting time to 9:00 a.m. Motion carried unanimously.

11. Approval of the 2018 DPI Annual Report

Motion made by Rosenfeld/Wadzinski to approve the 2018 DPI Annual Report as presented. Motion carried unanimously.

12. Adjournment until March 21 at 9:00 a.m. Motion made by Rosenfeld/Bartels to adjourn. Motion carried unanimously. Meeting was adjourned at 10:50 a.m. until March 21, 2019 at 9:00 a.m.

Respectfully submitted by Susan Draeger-Anderson, Library Director and Recording Secretary