

CITY OF SHEBOYGAN
MEAD PUBLIC LIBRARY PATRON SERVICES COMMITTEE
MINUTES

Friday, September 15, 2023

Present:

Committee Members: Barbara Alvarez, Jeanne Pfeiffer, and Andre Walton

Mead Staff: Cheryl Nessman, Melissa Prentice, Garrett Erickson, and Pattie Pilz

OPENING OF MEETING

Call to Order and Determination of Quorum

Alvarez (Committee Chair) called meeting to order at 2:00 p.m. and determined a quorum.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

New Hours Check-In

Prentice cited that most patrons have had a positive reaction to the change in hours. Patrons especially liked the year-round consistency. The hours change has also had a positive impact on staff. There is a reduced need to schedule flex time. Nessman added that teams are now able to conduct more comprehensive staff meetings and planning prior to the library opening.

Library Services

Prentice added that there is now an internal committee to review the exclusion process for behavioral issues. After a discussion about the current meeting room policy, Erickson added that the minimum number of participants in a group can be added back into our policy.

Little Free Library

Bookworm Gardens received a grant earlier this year which developed into 12 Little Free Libraries placed throughout the community. On September 1, Mead installed their Little Free Library near the flagpole. The materials used to repopulate the collection focus on diversity, however, anyone can drop off books on any subject.

Other Topics Discussed

- Finishing our Strategic Plan
- Measuring achievements
- Focusing on reaching all groups of people
- Expanding home delivery services
- Creating institutional cards for organizations
- Establishing a teacher card program
- Offering a discount at small business if they show library card
- Completing the community engagement survey and community mapping
- Developing a new born baby library card – partner with hospitals
- Expanding our advertising on billboards
- Using Data Axel to send postcards
- Developing a Welcome Wagon partnership – Nessman to look into

UPCOMING MEETINGS

Committee will meet once per month for one hour and modify the meeting schedule as needed.

Next Meeting Date: October 20, 2023

ADJOURN

Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*