



MEAD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

May 20, 2026 at 5:00 PM

Mead Public Library, Rocca Room, 710 N 8th Street

In-Person: Erin Bremser (VP), Kurt Jensen, Susan Kuck, Kathi McNellis, Kathie Norman and Maeve Quinn

Virtual: Barbara Alvarez, and Julia Hart

Staff: Garrett Erickson, Evan Grossen and Pattie Pilz

1. Call to Order

Bremser determined a quorum and called meeting to order at 5:01 p.m.

2. Pledge of Allegiance

3. Public Comments – none

4. Introduction of New Board Member Barbara Alvarez

5. Introduction of New Board Member Kathi McNellis

6. Introduction of New Board Member Kurt Jensen

7. Introduction of New Circulation Supervisor Aleah Hill

8. Correspondence, Announcements, and Common Council Report

a. Social Media Policy - Erickson

i. The City of Sheboygan passed a new Social Media Policy on May 19

ii. At an upcoming library board meeting, it will be discussed for adoption

b. Smoking Ordinance - Erickson

i. Currently smoking is restricted within 25' of the library entrance

ii. Common Council will be reviewing Mead's request to create an ordinance to restrict smoking on the entire block

iii. The City recently conducted a facilities study of all city-wide buildings

1. Board of Trustees will review findings for the library at an upcoming meeting

c. Patrons' Notes

i. Thanking Mead for helping with book recommendations

ii. Thanking Mead for helping get housing and a job

9. Approval of Minutes

a. Quinn moved to approve the April 15, 2026, minutes. Norman seconded. Motion passed.

CONSENT AGENDA (Items 10-16)

10. Consent Agenda

a. Quinn moved to adopt the consent agenda. Kuck seconded. Motion passed.

COMMITTEE REPORTS

17. Review and Possible Action on Payment of Current Expenditures including payroll and special revenues
 - a. Financial statements, revenues and expenditures for February and March 2026 were reviewed
 - b. Norman moved to approve the payment of current expenditures (including payroll), and acceptance of special revenues. Quinn seconded. Motion passed.
18. Exclusion Appeals Committee – Quinn
 - a. Hearing held on April 23 for two patrons
 - b. First patron's appeal of their six-month exclusion was reduced to a time served
 - c. Second patron failed to appear - original exclusion upheld
19. Art Committee - Bremser
 - a. Donation was discussed

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

20. Art Committee
 - a. Kuck moved to accept the wood relief art piece entitled, Petri-dish. Jensen seconded. Motion passed.
21. Code of Conduct 14.01 Update - Erickson
 - a. Staff have been meeting weekly to review the Code of Conduct language
 - i. Goals
 1. Clarify the language
 2. Help staff to enforce the code
 - b. New section entitled, "Harassment and Disorderly Behavior" was added
 - c. McNellis moved to approve the changes to the Code of Conduct Policy. Quinn seconded. Motion passed.
22. Table of Organization – Erickson
 - a. Circulation Supervisor now reports to Deputy Director as approved in the fall
 - b. Consensus reached on approving table of organization format change
 - c. Interviews for vacant Associate Librarian position will be held May 21

ELECTION OF OFFICERS

23. Nominations from the Floor and Election of Officers for 2026 - 2027 (Closed Ballot Permitted) - President and Vice President
 - a. Quinn moved to nominate Alvarez to serve as Board of Trustees' President. Norman seconded. The motion unanimously passed. Quinn moved to close the nomination for president. Kuck seconded. Motion passed.
 - b. Maeve moved to nominate Kuck to serve as Board of Trustees' Vice President. Kuck seconded. Quinn moved to close the nomination for vice president. Norman seconded. Motion passed.
24. Remarks from Outgoing and Incoming Officers

25. Adopt Schedule of Meetings for 2026-2027

- a. McNellis moved to adopt the proposed 2026-2027 Board of Trustees' meeting schedule. Quinn seconded. Motion passed.

26. Appoint Finance Officer for 2026-2027

- a. Alvarez moved to appoint Norman as Finance Officer.

27. Confirm/Propose One But No More Than Two Trustees for Continued Service/Election as Liaisons of the Mead Public Library Foundation

- a. Alvarez confirms reappointment of Quinn and Norman to serve as Mead Foundation liaisons.

28. Confirm/Propose Trustee to Serve On/For Appointment to The Monarch Board – President

- a. Alvarez confirms reappointment of Quinn to serve as the Monarch Board Liaison

29. Appoint Standing Committee Chairs and Members as Set Forth in the Bylaws – President

- a. Alvarez appointed standing committees, chairs and committee members
- b. Questions on assignments can be directed to Alvarez

30. Appoint Ad Hoc Committee Chairs and Members as Set Forth in the Bylaws – President

- a. Alvarez appointed ad hoc committee chairs and committee members

31. Roster Update

- a. Updated roster was distributed
- b. Pilz to make corrections and email to board

DIRECTOR'S REPORT – none

UPCOMING MEETINGS

32. Motion to Adjourn

- a. Bremser moved to adjourn the meeting.
- b. Meeting was adjourned at 5:53 p.m.

Next Meeting June 17, 2026, at 5:00 p.m. in the Loft (third floor).