

CITY OF GLENDALE LIBRARY REVIEW COMMITTEE

5909 North Milwaukee River Parkway

Glendale, Wisconsin 53209

Due to rising cases of COVID-19 this meeting will be conducted via Zoom

Join Zoom Meeting

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Meeting ID: 849 1254 5680

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MEETING AGENDA

Wednesday, February 3, 2021

6:00 p.m.

1. Call to / Roll Call
2. Approval of the January 13, 2021 meeting minutes.
3. Discussion with Consultant of Community Outreach Process
 - a. Survey/Review Committee Expectations
 - b. Public Education
4. Set next meeting date.
5. Adjournment

NOTICE: Although this is NOT a meeting of the Glendale Common Council, a majority of Council members may be in attendance. No action or deliberation by the Council will take place.

– Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.

City of Glendale Library Review Committee
Meeting Minutes
January 13, 2021

Meeting was called to order at 6:00 p.m. by the Chair via Zoom

Roll Call: Present: Amanda Seligman, Catherine Hansen, Helaine Glass, Benjamin Koziol, Lin McCracken, Mary Lynn Cinealis, Lyndsay Smanz, Katie Wood. Absent: None.

Other Officials Present: Rachel Safstrom, City Administrator and Kaela Sullivan, Administrative Secretary

Approval of the December 2, 2020 Meeting Minutes

Motion by Ms. McCracken, seconded by Ms. Seligman, to approve the December 2, 2020 minutes. The motion carried unanimously.

Closed Session

Motion by Ms. Glass, seconded by Ms. McCracken, to convene in Closed Session per Wis. Stats. §19.85(1)(e) for Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public funds, whenever competitive or bargaining reasons require a closed session (Interviews with potential Consultants to assist with the Committee in the Review Process). Motion carried unanimously.

A closed session of approximately 80 minutes was held. The Committee interviewed two candidates as potential Consultants.

Reconvene to Open Session and Regular Order of Business

Motion by Ms. McCracken, seconded by Ms. Glass, to reconvene to open session and regular order of business. Motion carried unanimously.

Discussion/Approval of a Consultant to assist with the Committee in the Review Process

Ms. Wood commented on the committee-wide agreeance that Sarah Armstrong and Associates would be the best fit for the Library Review Committee's current needs.

Ms. McCracken questioned whether it is important to note that the Library Review Committee is solely contracting a consultant for strategic planning. Administrator Safstrom confirmed that the Library Review Committee would initially contract with the potential consultant for strategic planning.

Motion by Ms. Glass, seconded by Ms. McCracken, to engage Sarah Armstrong and Associates to assist with the Library Review Committee in the Review Process. The motion carried unanimously.

Administrator Safstrom will reach out to Sarah Armstrong and Associates, as well as Godfrey

Associates to thank them for their time and relay the committee's decision. Administrator Safstrom will extend an invitation to Sarah Armstrong for the February 2021 meeting.

Set Next Meeting Date

Ms. Wood stated the February 3, 2021 Library Review Committee meeting will be hosted via Zoom at 6:00 p.m.

Adjournment

Motion by Ms. Cinealis, seconded by Mr. Koziol, to adjourn the Library Review Committee meeting of January 13, 2021 at 7:23p.m. The motion carried unanimously.

Respectfully submitted by Kaela Sullivan, secretary