



JOINT MEETING - FINANCE AND PERSONNEL COMMITTEE AND MEAD PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

September 26, 2022 at 5:00 PM

Council Chambers, 828 Center Avenue, Sheboygan, WI

It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the Finance Department at 920-459-3311. Persons other than council members who wish to participate remotely shall provide notice to the Finance Department at 920-459-3311 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Call to Order
2. Roll Call (Alderspersons Mitchell, Filicky-Peneski, Perella, Ackley, and Felde may attend remotely)
3. Roll Call - Mead Public Library Board of Trustees
4. Pledge of Allegiance
5. Introduction of Committee Members and Staff

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- [6.](#) Review of 2020 - 2022 Library Services
- [7.](#) Mead Library Budget
8. Healthcare

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

9. Memorandum of Understanding - Mead Public Library Building

ADJOURN

10. Motion to Adjourn Joint Meeting

MINUTES

11. Approval of Minutes - September 12, 2022

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- [12.](#) Res. No. 70-22-23 / September 19, 2022: A RESOLUTION approving Policy Number HR 141 FML titled "Family Medical Leave Policy."
- [13.](#) Res. No. 71-22-23 / September 19, 2022: A RESOLUTION authorizing the appropriate City officials to execute a Recording and Broadcast Agreement between the City of Sheboygan and the County of Sheboygan.

ITEMS FOR DISCUSSION ONLY

14. Hiring Process Update - Human Resources Department

DATE OF NEXT REGULAR MEETING

15. Next Meeting Date - October 10, 2022

ADJOURN

16. 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*

BUILDING DIRECTORY

Floor 1

Audiobooks
Book Club Kits
Cafe
CDs/DVDs
Exp. Collection
Fax Service
Fiction
Friends Bookstore

Graphic Novels
Holds Pickup
Large Print
New Materials
Plant Exchange
Rocca Room
Video Games

Floor 2

Biographies
Copy/Scan Service
Genealogy
Makerspace
Magazines
Maps
Newspapers
Nonfiction

Public Computers
Public Conf. Rooms
Quiet Study Room
Private Study Rooms
Research Desk
Seed Library
Teen Study Area
Warschau Room

Floor 3

Children's Library
The Loft

Story Garden
Teen Center

HOURS

REGULAR HOURS (Labor Day to Memorial Day)

Monday-Thursday
8:30 a.m. to 8 p.m.

Friday & Saturday
8:30 a.m. to 5 p.m.

Sunday
1 to 5 p.m.

SUMMER HOURS (Memorial Day to Labor Day)

Tues., Thurs., Fri. & Sat.
8:30 a.m. to 5 p.m.

Monday & Wednesday
8:30 a.m. to 8 p.m.

Sunday
Closed

STAY CONNECTED

Keep up on library news and learn about upcoming author visits, lectures, maker workshops, classes & more:

Social Media



@meadpl



meadpubliclibrary



@meadlibrary



Mead Public Library

Newsletters

Sign up for our monthly e-newsletter at www.meadpl.org, or pick up a printed copy of *Footnotes*, which is our quarterly guide to news, classes and events at Mead.

Events Calendar

www.meadpl.org/events

Staff Blog

www.blog.meadpl.org



MEAD LIBRARY

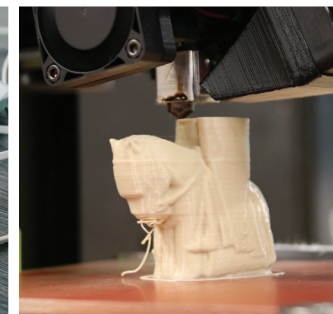
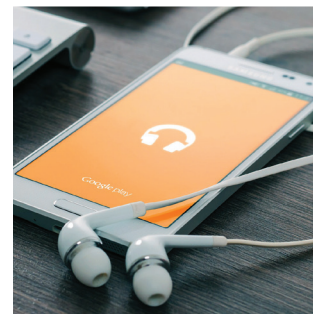
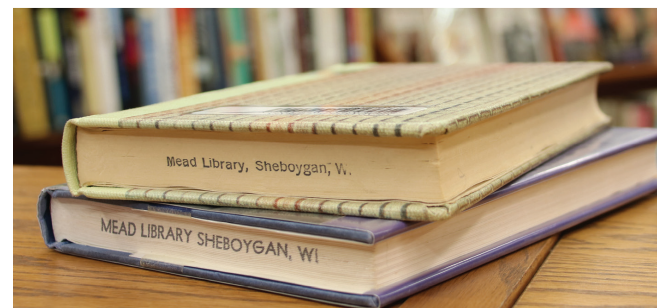
710 NORTH 8TH STREET
SHEBOYGAN, WISCONSIN 53081
920-459-3400 | WWW.MEADPL.ORG

WELCOME TO YOUR LIBRARY

Item 6.



MEAD
LIBRARY



LEARN, EXPLORE, CONNE

3

YOUR ACCOUNT

Manage Your Account

Access your account at www.meadpl.org, by phone, in person at the library, or download the Monarch 2 Go app. To access your account online, you'll need your account number and PIN, which is usually the last four digits of your telephone number.



Reserves

Search for and reserve items from any of the more than 30 Monarch Library System locations at www.meadpl.org. Items can be picked up and returned to any library.

Renew items

Visit the first-floor Customer Service Desk, call 459-3400, ext. 2 or access your account online. In most instances, you can renew items up to two times if there are no requests for the item.

LIBRARY SERVICES

- Chromebooks & Wi-Fi Hotspots
- Copy/Fax/Scan
- Curbside Pickup
- Free Wi-Fi
- Free Delivery for Homebound Residents
- Lectures, Workshops, Author Talks & Events
- Makerspace
- Meeting Rooms
- Notary
- Test Proctoring
- Public Computers
- Seed Library
- Study Rooms
- Used Book Store



COLLECTIONS

- Audiobooks
- Book Club Kits
- Experience Collection
- Fiction/Nonfiction
- Genealogy/Local History
- Graphic Novels
- Holocaust Collection
- Magazines & Newspapers
- Maps
- Music
- Movies
- Toy & Book Kits
- Ukuleles
- Video Games



E-CONTENT

- Comics
- Databases
- Digital Magazines
- eBooks, eAudiobooks
- Movie/TV Streaming
- Music Streaming
- New York Times Digital
- Online Training/Classes



CONTRIBUTE

- Volunteer for clerical work, shelf reading, cleaning and more.
- Help supplement funding to the library by joining the **Friends of Mead Public Library**.
- Support the **Mead Public Library Foundation** Endowment Fund and help fund purchases, services and building enhancements.

— Visit the library or call for details.

CHECKOUT POLICIES

Item 6.

LOAN PERIODS

Books & Audiobooks

14 days (new)
28 days

Kids Books & Audiobooks

28 days

DVDs

7 days (new)
14 days

CDs

14 days

Magazines

14 days

Encyclopedias

28 days

Video Games

28 days

Experience Passes

7 days

Ukuleles

28 days

Chromebooks + Hotspots

7 days

Sewing Machine

28 days

Movie Geek Boxes

28 days

Storytime-at-Home Kits

14 days

Kids Book & CD Kits

28 days

Toy & Book Kits

7 days

Kids STEM Kits

14 days

NO LATE FEES

Mead Library is fine free, meaning cardholders will not be charged late fees for overdue items regardless of where the item originates.

Cardholders will still be billed for lost and damaged items, and accounts will be temporarily blocked once items are two weeks overdue.

Materials may be returned to other Monarch member libraries in Dodge, Ozaukee, Sheboygan & Washington counties, or to the bookmobile.



FOOTNOTES

FALL 2022 | NEWS, CLASSES & EVENTS @ MEAD LIBRARY

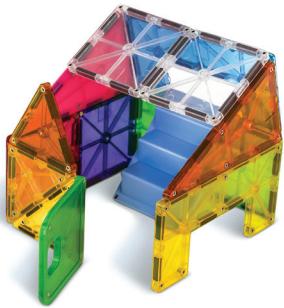
MEAD LIBRARY



Great Decisions
— page 6

Fall Storytimes
— page 11

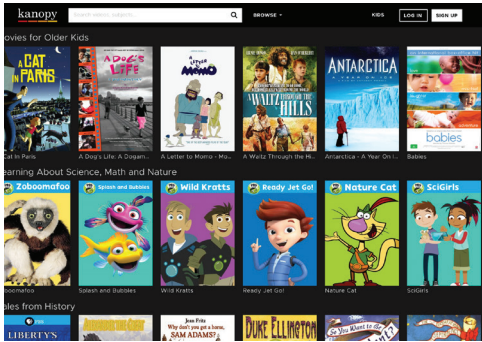
Celebrating 125 Years of Mead
— page 14



NEW STEM KITS AVAILABLE

Our collection of Kids STEM Kits continues to grow with the addition of new kits designed for kids ages 4+ on birding, coding, color, earthquakes, geography, magnets, space, telling time and more.

Browse the collection near the first floor checkout area or at www.meadpl.org.



CUT YOUR STREAMING BILL

Are your streaming subscriptions getting too expensive?

Mead offers streaming access to thousands of TV shows and films - except ours are free.

Use your library card to log into Kanopy and check out the selection of more than 30,000 critically-acclaimed movies, inspiring documentaries, award-winning foreign films and more.

And check out the selection of TV shows and movies streaming for free on Hoopla.



Monarch2Go



STORE YOUR LIBRARY CARD ON YOUR PHONE

Did you know you can store your library card digitally on your phone using the Monarch2Go app?

There's no need to remember your library card during your next visit – just log into the app to access your barcode and then scan it at any self-checkout machine at Mead.

Even better, family members can link their accounts together on the app and

manage everyone's accounts – and cards – in one place.

Instead of managing multiple log-ins, you can track everyone's holds and reserve/renew items in one spot, and leave everyone's library cards at home as you can scan each of your family's cards from your phone when you check out.

The app is available for iPhones, iPads and Android devices.

FRIENDS BOOK SALE COMING IN OCTOBER

The Friends of Mead Library will hold their annual fall Used Book Sale on Oct. 19-21 in the Rocca Room.

The sale will feature hardcover fiction and nonfiction, along with children's books, DVDs, CDs and other miscellaneous items. Visit the meadpl.org events calendar for more details.



BOOK GROUPS

Item 6.

BOOK GROUPS @ MEAD

Nonfiction Book Discussion Group:

with Leighanne Metter-Jensen (language arts teacher), **second Mondays, 6-7 p.m., Public Conference Room #1.**

- Sept. 12: "Indelible City: Dispossession and Defiance in Hong Kong," by Louisa Lim
- Oct. 10: "The Lonely Hunter: How the Search for Love is Broken," by Aimee Lutkin
- Nov. 14: "The Last Resort: A Chronicle of Paradise, Profit, and Peril at the Beach," by Sarah Stodola

Fiction Book Discussion Group: with Kim Dalhaimer (retired Mead librarian), **third Mondays, 6-7 p.m., Public Conference Room #1.**

- Sept. 19: "The Dinner," by Herman Koch
- Oct. 17: "The Paris Apartment," by Lucy Foley
- Nov. 21: "Moth," by Melody Razak

FOOD DRINKS & BOOKS

Sheboygan County LGBTQ Alliance

Book Club: join us for a facilitated book club covering a unique perspective on the queer experience. For people who identify as LGBTQIA+ and straight allies alike. Held **6:30-7:30 p.m., first Thursdays at Paradigm Coffee & Music, in Sheboygan.** For ages 13+. Please note that the selected books may contain mature themes and language.

- Sept. 1: "The One You Want to Marry (And Other Identities I've Had): A Memoir," by Sophie Santos
- Oct. 6: "More Happy Than Not," by Adam Silvera
- Nov. 3: "Gender Queer," by Maia Kobabe

Moonlight and Murder: discuss mystery and suspense books, **5:30-6:30 p.m., Wednesdays, at the Black Pig in Sheboygan.**

- Sept. 28: "The Christie Affair," by Nina de Gramont

Romance on the Rocks: join us as we discuss romance fiction, **5:30-6:30 p.m., Wednesdays, at the Black Pig in Sheboygan.**

- Oct. 26: "Lotus," by Jennifer Hartmann

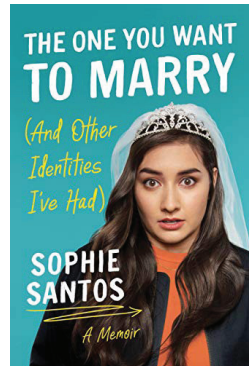
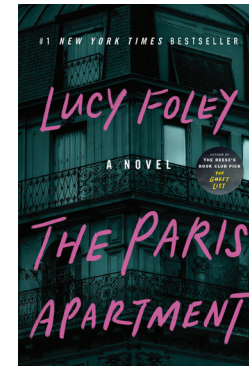
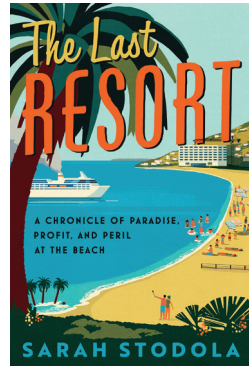
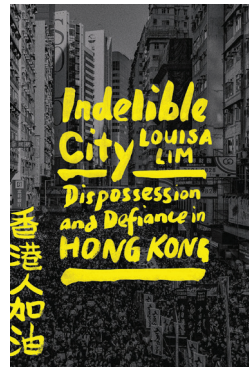
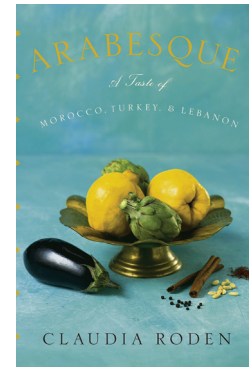
READ. TALK. MAKE.

Book to Art Club: explore literature through discussion and hands-on projects. Held at **5:30-6:30 p.m. second Thursdays, in the Imaginarium makerspace.** For teens and adults.

- Sept. 8: "Black Cake," by Charmaine Wilkerson
- Oct. 13: "The Ladies of the Secret Circus," by Constance Sayers
- Nov. 10: "Firekeeper's Daughter," by Angeline Boulley

Sheboygan Cook & Book Club: food is an important gateway to begin to experience and understand other cultures. Through this series, participants will cook, eat and discuss food from another culture while working to gain a deeper understanding of the selected culture. Recipe copies and additional readings will be available for pickup at Mead. In partnership with Green Bicycle Co. and Goodside Grocery. Participants will cook and read beforehand and then meet virtually for a facilitated discussion. **This fall's featured book will be "Arabesque: A Taste of Morocco, Turkey, and Lebanon," by Claudia Roden.**

Held from **6-7 p.m., third Wednesdays: Sept. 21, Oct. 19 & Nov. 16, in Public Conference Room #2, or attend virtually on Zoom. Registration required.**



Extra book copies are set aside at the first-floor Service Desk for all Mead-sponsored book groups.

Book Club Kits are also available for private groups and are available to browse on the first floor. You can also reserve the kits online or call 920-459-3400, ext. 2048.



SEWING WORKSHOPS

SEWING & KNITTING

CHARITY KNIT-A-THON

Anything goes during this one-day event to provide extra warmth for our community. Stop in to drop off already-made mittens, scarves, hats, blankets and pet coats or bring some supplies along and stay and visit while you make something to donate. Held **9 a.m.-4 p.m. on Saturday, Sept. 10, in Public Conference Room #2.**

LEARN TO SEW

Learn basic hand and machine sewing techniques in this four-week course for beginners, led by instructor Elaine Jacks. Bring your own sewing machine or share ours. Supplies provided. Held **1-3 p.m.; Saturdays: Sept. 10, 17, 24 & Oct. 1; in the Imaginarium. Registration required. Open to teens and adults.**

MEAD KNITTING CIRCLE

Knitters of all skill levels can work on projects and share tips, **10 a.m. to noon; second Saturdays: Oct. 8 & Nov. 12; in the Imaginarium.**

ADVANCED SEWING

Learn about zippers, sleeves and other advanced sewing techniques in these workshops led by instructor Elaine Jacks. Bring your own sewing machine or share ours. Supplies provided. Held **1-3 p.m., Saturdays, in the Imaginarium. Registration required. Open to teens and adults.**

- **Oct. 22: Zippers**
- **Nov. 5: Sleeves**

MEET YOUR SEWING MACHINE

Learn how to use and care for your sewing machine with Darryl Ottman, owner of the Machine Shop in Sheboygan Falls. Bring your own sewing machine (with thread and bobbins) and a small flat-head screwdriver, **2-4 p.m., Saturday, Nov. 12, in the Imaginarium. Registration required. Open to teens and adults.**

LEGO BUILDING

FIFTH WEDNESDAY: LEGO CONSTRUCTION

Fifth Wednesdays happen, so let's get together and build with LEGO, from **2:30-4 p.m., Wednesday, Nov. 30, in the Imaginarium.**



MAKE IT @ MEAD



SUNDAY CRAFTERNOON



LEARN TO 3D PRINT

DROP-IN HOURS

OPEN STUDIO

Adults and teens (6th grade and up) can drop by the Imaginarium makerspace and learn to 3D print, die cut fabric, sew and more; or bring your own project to work on and connect with other makers. **4-6 p.m., first and third Wednesdays, in the Imaginarium.**

CRAFTS

MAKE IT @ MEAD

Featuring different drop-in projects each month for all ages, **5-6:30 p.m., first Thursdays, Imaginarium.**

- Oct. 6: Sock Monsters
- Nov. 3: "Stained Glass" Candle Holder

SUNDAY CRAFTERNOON

Enjoy craft time for grown-ups, with a different project each month, **1:30-3:30 p.m., second Sundays, Imaginarium. Registration required.**

- Oct. 9: Sock Owls
- Nov. 13: Victorian Steampunk Terrariums with Christina Wilke-Burbach

TECH

LEARN TO 3D PRINT

Learn to 3D print with our Ender 3 Pro printers during this three-week series for beginners. Open to teens and adults. Held **4-5:30 p.m.; Tuesdays: Oct. 18, 25 & Nov. 1; in the Imaginarium. Registration required.**

WHAT WILL YOU MAKE TODAY?

The Imaginarium is a free, hands-on community makerspace offering tools, classes and an open workspace to experiment with and learn a variety of skills in science, technology, arts and crafts.

The Imaginarium is located on the library's second floor and is open to adults and teens (grades 6 and up).

Imaginarium users will need to be trained and badged on the equipment before using the equipment outside of scheduled programs. Schedule your badging at www.meadpl.org/makerspace or call 920-459-3400, ext. 2022.



GLOBAL AFFAIRS

GREAT DECISIONS LECTURE SERIES

Experts from Wisconsin universities and beyond will lead a four-part exploration of U.S. foreign policy and global affairs. Part of the Great Decisions Education Program. Co-sponsored by the American Association of University Women *Sheboygan*. Held 6:30-7:45 p.m., Tuesdays, Sept. 20-Oct. 11, in the Rocca Room.

- Sept. 20: Drug Policy in Latin America, with Pablo Toral, Beloit College
- Sept. 27: Biden's Agenda, with Beth Dougherty, Beloit College
- Oct. 4: The Quad Alliance, with Martin Farrell, Ripon College
- Oct. 11: Russia and the U.S., with John Reuter, UW-Milwaukee

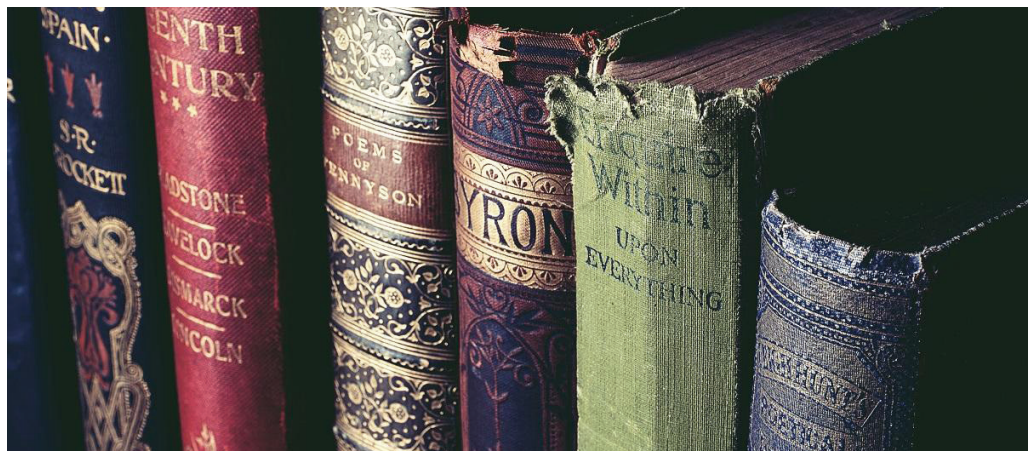


ACADEMY TALK

WISCONSIN LIBRARIES: PAST, PRESENT & FUTURE

Celebrate the 125th anniversary of Mead library by examining the history of Wisconsin's libraries and the vital role libraries play in the state today during this talk led by Laura Sauser and Nyama Reed, of the Wisconsin Library Association.

Learn about early advocates who were instrumental in the development of Wisconsin libraries and the vital role libraries play today—in college campuses, corporations, rural villages, urban areas, and more—and examine the changing face of libraries heading into the future.



The talk will be held at 7 p.m. on Wednesday, Oct. 26, and it includes a reception from 6-7 p.m. in The Loft, with the presentation to follow in the Rocca Room. Presented in partnership with the Mead Public Library Foundation

and the Wisconsin Academy of Sciences, Arts and Letters. Register in advance at www.wisconsinacademy.org. Unregistered seats are available on a first-come, first served basis.

POETS & WRITERS

SHEBOYGAN COUNTY WRITERS CLUB

Monthly Meetings: Offering a place to meet other writers, share your writing and discuss the joys and trials of the writing life. All genres and experience levels welcome. Held **1-3 p.m.**; **second Mondays: Sept. 12, Oct. 10 & Nov. 14; in Public Conference Room #2; or attend virtually on Zoom (registration is required if you plan to attend virtually).**

Small Group Writing Workshops:

The Sheboygan County Writers Club welcomes writers of all genres and experience levels to bring in writing and give/receive feedback. Held **5:30-7 p.m.**; **fourth Mondays: Sept. 26, Oct. 24 & Nov. 28; in Public Conference Room #2; or attend virtually on Zoom (registration only required if you plan to attend virtually).**

100 THOUSAND POETS FOR CHANGE OPEN MIC

100 Thousand Poets for Change, a world-wide poetry movement, will presents its 12th annual open mic in Sheboygan, with featured guest Mario Willis, Poet Laureate of Milwaukee. Bring a poem to share or just come to listen. All are welcome to participate. From **10 a.m.-noon, Saturday, Sept. 24, outdoors on the Library Plaza.**



MUSIC & MORE WITH LIL' REV

UKULELE CLUB

Do you have a ukulele? Tune it up and have fun jamming in a friendly, low-stakes group setting with Sheboygan's best — and only — Ukulele Club. All skill levels are welcome. Meets at **6:30 p.m.**; on **second Mondays: Sept. 12, Oct. 10 & Nov. 14; in the Rocca Room.**



UKULELE LESSONS

Join award-winning musician Lil' Rev for ukulele classes. Attend in person at the library or watch online via Facebook Live at www.facebook.com/meadpl.

Registration is required to attend in person. Classes are held from **6:30-7:30 p.m.** in The Loft unless noted below.

- Sept. 27: Grateful Dead Night
- Sept. 28: Uke Blues Solos in C
- Sept. 29: Learn The Upstroke Roll
- Oct. 25: Sea Shanty Strum #2 (held in the Rocca Room)
- Oct. 26: Blue Arpeggio Triplet Studies (held in the Imaginarium)
- Oct. 27: Chord Solo Night
- Nov. 28: Mountain Dulcimer Concert Night
- Nov. 29: Learn The Pendulum Stroke (held in the Rocca Room)
- Nov. 30: Songs From The 1800s

TECH HELP

DROP-IN TECH HELP

Offering one-on-one help with e-content, mobile devices, social media, email, photos, word processing, Mead databases and more. Held **1-2 p.m. second and fourth Tuesdays; Sept. 13 & 27, Oct. 11 & 25, Nov. 8 & 22; in The Loft.**

– *Can't make these times? Call for an appointment, 920-459-3400, ext. 4.*

FOREIGN LANGUAGE

CONVERSATIONAL SPANISH

Students with intermediate-to-advanced level Spanish skills can practice speaking, listening and reading in this free weekly class, held **5-6:30 p.m., Tuesdays: Sept. 13-Nov. 29 (no class Nov. 22), in Public Conference Room #2.** To attend virtually, email alison.loewen@meadpl.org.

COMMUNITY RESOURCES

SHEBOYGAN UNITED FAMILY RESOURCE FAIR

Sheboygan United is a collaboration of organizations sharing their services at resource fairs throughout the community. Join us as Mead hosts this Family Resources Fair and connect with local resources and community members. Held **11 a.m.-2 p.m., Saturday, Sept. 17, in the Rocca Room and Jerry Black's Cafe.**



SOUL COLLAGE

INTRO TO SOULCOLLAGE

Awaken the artist within while deepening your understanding of yourself with SoulCollage, an art form where participants create their own personal energy/wisdom cards through collage, using images found in magazines or books. Certified SouCollage Instructor Marci Zink will lead a two-hour introductory workshop from **5:45-7:45 p.m., Tuesday, Sept. 13, in The Loft. Registration required.**

FOLLOW-UP SOULCOLLAGE

Continue the process of self-discovery and healing through collage with these additional classes for people who have completed the intro SoulCollage workshop. Led by certified SouCollage Instructor Marci Zink. **Registration required.**



Classes are offered from **5:45-7:45 p.m. in The Loft on Monday, Sept. 26; and on Tuesdays: Oct. 11, Oct. 25 & Nov. 29.**

DEEPENING WITH SOULCOLLAGE

Dig deeper into your understanding of your cards and yourself in this advanced workshop for people who've completed the follow-up class and have created 10 or more cards. Led by certified SouCollage Instructor Marci Zink. Held **5:45-7:45 p.m., Tuesday, Nov. 15, in The Loft. Registration required.**

GARDENING CLASSES

WITH CHRISTINA WILKE-BURBACH

AUTUMN & WINTER GARDENING

Learn all about cold weather crops and plants that thrive in the cooler temperatures. This class covers strategies and techniques for outdoor gardening in autumn and winter with vegetables, herbs, and flowers. Held 5:45-7:45 p.m., Monday, Sept. 12, in the Imaginarium. Registration required.

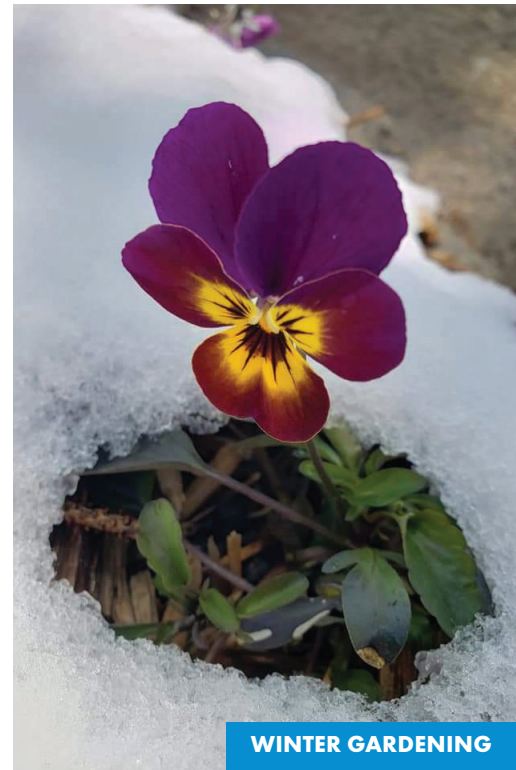
INDOOR GARDENING & HOUSE PLANTS

This indoor gardening class focuses on having a year-round garden in your home

and will cover reasons for having indoor plants, common challenges with indoor plants and how to remedy them. We will discuss how to select houseplants, where to get indoor plants, caring for houseplants, designing an indoor garden and tips and techniques for success. Held 5:45-7:45 p.m., Monday, Oct. 10, in the Imaginarium. Registration required.

FAIRY GARDENS & MINIATURE GARDENING

This class will cover fairy folklore and myth and how to build a miniature garden to attract these nature spirits. We will cover miniature plants, design elements, and participants will make and take their own fairy garden. Held 5:45- 7:45 p.m., Monday, Nov. 7, in the Imaginarium. Registration required.



WINTER GARDENING

TRIVIA

LI-BREWERY TRIVIA TAKEOVER

Support your local library in the most fun way possible - trivia at the 8th Street Ale Haus. Compete for prizes and bragging rights during this monthly competition hosted by Mead librarians.

Get the answer to one of the questions by visiting Mead the week before and checking something out. A portion of the proceeds benefit the Mead Public Library Foundation.

From 7-9 p.m.; Mondays: Sept. 12, Oct. 3 & Nov. 7; 8th Street Ale Haus, Sheboygan.

MOVIES

MONDAY MOVIE MATINEE

1:30 p.m., Mondays, Rocca Room

- Sept. 12: Licorice Pizza (2021)
- Sept. 26: The Unbearable Weight of Massive Talent (2022)
- Oct. 10: The Lost City (2022)
- Oct. 17: Uncharted (2022)
- Oct. 31: Dog (2022)
- Nov. 14: Sonic the Hedgehog 2 (2022)
- Nov. 21: Cyrano (2021)
- Nov. 28: Turning Red (2022)

FRIDAY FILM FAVORITES

1:30 p.m., Fridays, Rocca Room

- Sept. 2: Being There (1979)
- Sept. 9: The Swimmer (1968)
- Sept. 16: Defending Your Life (1991)
- Oct. 7: Duel (1971)
- Oct. 14: The Flight of the Phoenix (1966)

- Oct. 28: The Last of the Mohicans (1992)
- Nov. 4: Love Story (1970)
- Nov. 11: North by Northwest (1959)
- Nov. 18: The Pianist (2002)

MOVIE MADNESS FILM CLUB

Join us for our book-club style film discussions from 6:30-7:30 p.m., third Thursdays, at the 8th Street Ale Haus. The monthly selections will be available on DVD at Mead beforehand. This is the perfect discussion group for people who want to join the fun but don't have enough time to read an entire book.

- Sept. 15: Clue (1985)
- Oct. 20: An American Werewolf in London (1981)
- Nov. 17: The Night of the Hunter (1955)



OBSTACLE WEDNESDAY

DROP-IN ACTIVITIES

LEGO CLUB

Kids can put their building skills to work using the library's supply of LEGOs. Featuring a different theme each month. Drop-in program from **3:15-4:30 p.m., first Wednesdays: Sept. 7, Oct. 5 & Nov. 2; in the Children's Activity Room.** Recommended for grades K-6.

OPEN ART STUDIO FOR KIDS

Kids can get creative and be introduced to new process techniques and materials during this drop-in program. Participants will independently explore and create in our activity room while an art educator is present to help inspire new ideas. Supplies

provided. Come dressed to make a mess. Held **10 a.m.-noon, Saturdays: Sept. 17 & Oct. 15, in the Children's Activity Room.**

OBSTACLE WEDNESDAY

Get your kids moving with our drop-in obstacle course, from **3:30-4:30 p.m., Wednesdays: Oct. 26 & Nov. 30, in the Story Garden.** Recommended for ages 3-7.

PLAY IS HEALING

It's a no-school day for Sheboygan Area School District students and the Play is Healing team is coming together with activities for kids to build, create, imagine an explore. Held **10 a.m.-noon, Friday, Nov. 11, in the Children's Library.** Recommended for early elementary-age learners and younger.



LEGO CLUB

EARLY CHILDHOOD LITERACY CLASSES

Sept. 12 – Dec. 16

BABY & ME STORYTIME

Babies are invited to bring a parent or caregiver to this fun and engaging storytime, featuring simple books, lap bouncers, rhymes and songs - all designed to help baby build important social, motor and early-literacy skills. Time for socialization and play with developmentally appropriate toys will follow each session. Recommended for ages newborn to 24 months. Held **9:30-10 & 10:30-11 a.m., Mondays, in the Story Garden (no class Nov. 21).**

PRESCHOOL STORYTIME

Join us as we sing, read, write, talk and play our way into kindergarten, strengthening the pre- and early-literacy skills that children need to be ready for school. Optional hands-on activities will follow each session. Recommended for ages 3-5, (siblings welcome), **9:30-10 & 10:30-11 a.m., Wednesdays, in the Story Garden (no class Nov. 23).**

TODDLER STORYTIME

Enjoy stories, rhymes, music and movement activities at this interactive storytime for toddlers and their grown-ups. Recommended for ages 18 months to 3 years (siblings welcome). Held **9:30-10 & 10:30-11 a.m., Thursdays, in the Story Garden (no class Nov. 24).**



STORIES, SONGS & STRETCHES STORYTIME

This movement based storytime program uses yoga shapes to build both gross and fine motor skills through stories and songs. Optional hands-on activities will follow each session. Recommended for ages 3-7 years. Held **9:30-10:30 a.m., Fridays, in the Story Garden (no class on Sept. 30, Oct. 28, Nov. 11 & Nov. 25).**

SATURDAY STORYTIME

Join us for this special weekend storytime session geared toward preschoolers (siblings welcome), held **9:30-10 a.m., Saturdays: Sept. 17 & Oct. 15, in the Story Garden.**

THE BENEFITS OF STORYTIME

Mead offers a variety of storytimes designed to teach the skills children must learn before they can read, while also encouraging a love of reading. Storytimes are also a good way to share books, learn new things and become comfortable in a group setting.

Different storytimes focus on different age groups, but all sessions include activities that incorporate the five practices of early literacy: talking, singing, reading, writing and playing.

STEAM WORKSHOPS

STEM LABS

Kids can learn valuable STEM skills in these hands-on workshops led by MilliporeSigma scientists, from **3:30-4:30 p.m., second Wednesdays: Oct. 12 & Nov. 9, in the Children's Activity Room. Registration required.** Recommended for grades K-6.

ART-4-FUN

Join artist Mary Tooley in creating art projects, **3:30-4:30 p.m., third Wednesdays: Oct. 19 & Nov. 16, in the Children's Activity Room. Registration required.** Recommended for grades 2-6.



ART-4-FUN

Recommended for ages 2-5. Held at 9:30 a.m.; third Tuesdays: Sept. 20, Oct. 18 & Nov. 15; in The Loft. Registration required.

making worry dolls, grief journals and dragon slayer kits. Held **10 a.m.-4 p.m., Saturday, Nov. 19, in the Rocca Room.**

SPECIAL EVENTS

BITTY BOOK CLUB

Parents, caregivers and kids are invited to socialize and learn from Progressive Beginnings therapists and Family Resource Center educators and take part in activities inspired by children's books. Free copies of the featured books will be available to take home after each session.

WORLDWIDE DRAGON SHOOTING GRIEF AWARENESS DAY

Join World Wide Dragon Shooting Day, Mead Library and Rainbow Kids as we join hands in support of each other by providing tools to help children and families deal with loss. Activities include

WRITING CONTESTS

SCARY STORY WRITING CONTEST

Students in grades 3-12 can submit stories up to 800 words. Winners will receive prizes and have their stories published in *The Sheboygan Press*. **Stories are due by Oct. 10. View entry details at www.meadpl.org.**

'GRACE FOR PRESIDENT' ESSAY CONTEST

Students in grades 1-5 can write a one-paragraph essay and tell us what you would do if you were president to make the world a better place. **Entries are due Oct. 1st for your chance to win tickets to "Grace for President" at the Weill Center on Oct. 27. View entry details at www.meadpl.org.**



STEM LABS



MOVIES FOR TEENS

Join us after school for a movie. **Begins at 2:30 p.m., second Wednesdays in the Maas Teen Learning Center.**

- Oct. 12: Dr. Strange in the Multiverse of Madness
- Nov. 9: Top Gun - Maverick



OCT. 5: SOCK MONSTERS

TEEN MAKERS

Experiment with a variety of hands-on making activities. From 2:30-4 p.m., **first & third Wednesdays, Imaginarium.**

Fall projects:

- Oct. 5: Sock Monsters
- Oct. 19: Cemettarrariums
- Nov. 1: Doodlebots
- Nov. 16: Rock Painting



TEA & TECH: GIRLS' STEM DAY

Girls ages 8-17 can explore STEM topics through hands-on activities led by experts in the fields of science, technology, engineering and math.

The event — which is held in conjunction with Ada Lovelace Day and the Wisconsin

Science Festival — aims to inspire the next generation of female STEM professionals.

Held from **9:30 a.m.-4:30 p.m., Saturday, Oct. 15, at Mead. Registration required. Lunch provided. Open to girls ages 8-17.**

MARIO KART 8 TOURNAMENT

Join us after school for a Mario Kart 8 Tournament on the Nintendo Switch, with prizes.

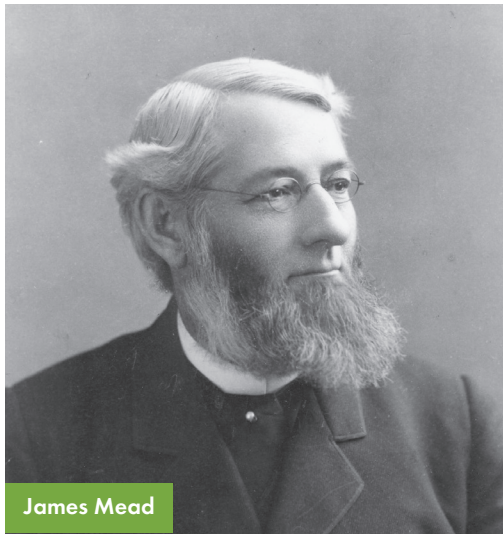
Begins at **2:30 p.m., on Wednesday, Oct. 24, in the Maas Teen Learning Center.**



A HISTORY OF MEAD LIBRARY

CELEBRATING 125 YEARS | 1897-2022

Item 6.



James Mead



The Sheboygan Library is shown under construction in 1903.

— Portions of this history were adapted from “A History of Mead Public Library,” by E.R. Kunert. Photos are courtesy of The Sheboygan Press, Sheboygan County Historical Research Center and Mead Library archives.

1897

Troubled by the “temptations to which young men are exposed who seek entertainment on the streets, or worse still, in the saloons,” James Mead leaves \$20,000

to the City of Sheboygan to provide a place “for the amusement and literacy culture of young men,” — or more specifically, to create a public library.

Soon after, the newly created Board of Library Directors establishes the city’s first library inside a leased two-story downtown building, which is now home to Trattoria Stefano.

The Sheboygan Library opens on Nov. 1, 1897 with the Rev. James Churm, of the Methodist Episcopal Church, becoming the first person to check out a book,

selecting “Jack and Jill,” by Louisa May Alcott.

1903

By the start of the century, steel tycoon Andrew Carnegie was donating money for the construction of libraries throughout the U.S. The controversial industrialist would eventually donate \$60 million to fund a system of 1,689 libraries across the country.

This attracts the attention of Sheboygan Mayor F.A. Dennett, who on Feb. 20, 1901, writes Carnegie. Dennett — a library enthusiast who later turned over his \$500 yearly mayoral salary to purchase books — asks for \$25,000 for the construction of a library in Sheboygan, then a modest city of 23,000 people. Carnegie agrees to fund the library on the condition that the city furnish a site and agree to spend \$2,500 a year on it. Carnegie later raises the donation to \$35,000 and construction begins soon after.

The new two-story limestone Sheboygan Public Library opens on May 11, 1904 at the current site of the John Michael Kohler Arts Center. A portion of the building facade still stands today.



The Sheboygan Library opened in 1904 at the current site of the John Michael Kohler Arts Center.



Mead Public Library staff pose for a photo in the Jan. 8, 1941 edition of the Sheboygan Press.

1941

A survey conducted of the Sheboygan library by the American Library Association in the late 1930s finds “major deficiencies” resulting from chronic underfunding, which sparks a push to improve the library — including a remodel and expansion of the building.

The building project’s funding source would come from none other than James

Mead, whose \$20,000 donation in 1897 to establish a library in Sheboygan had sat in a trust for nearly five decades, unspent by the City of Sheboygan.

After a long legal dispute with Mead’s heirs, the Wisconsin Supreme Court rules that the trust — now worth \$100,000 — belongs to the people of Sheboygan for use at their library. Thus, after 47 years, the library would finally realize the benefits of the Mead trust with the opening of



Beginning in 1974, Wilhelmina, the beloved Children’s Room mascot, began greeting visitors.

a newly remodeled and expanded library in 1941, which is renamed Mead Public Library.

1974

After running out of space in its existing location for its growing collections and services, the new 64,000-square-foot Mead Public Library opens on 8th Street, where the library still operates today. Before the opening, hundreds of high school students formed a fire brigade line and transported 150,000 items from the old library to the new one, located one block away.

1997

An expansion followed in 1997 during the library’s 100th anniversary.

It included a new entrance and the addition of a third floor and Quiet Study



Children pose with books to celebrate the start of the Summer Reading Program in 1967.

Room, along with a complete renovation of the library's existing 64,000 square feet of space.

The ensuing two decades have seen an effort to evolve library services to meet the changing needs of the community. No longer a silent space synonymous with books, the library has been repositioned as a community hub offering a range of technological and multimedia resources as well as diverse, multi-age programming and enhanced public spaces, including a makerspace, teen area, cafe and conference rooms.

Today, cardholders have access to over 1 million items through the Monarch Library System. While the library's mission of providing lifelong learning opportunities and access to knowledge hasn't changed, the ways in which Mead librarians deliver on that promise has become far more diverse, including through a significant expansion of library programs and events.

Those events, which are free to the public and funded through private donations, include workshops, lectures, literacy classes and gaming tournaments.



THANK YOU

Thank you to all who supported the Mead Library Foundation's special fundraising campaign marking the library's 125th anniversary.

Donations are still being accepted online at www.supportmeadpl.org.

— Photos, clockwise from top left: kids line up outside the Mead Bookmobile in the 1980s; students explore the newly expanded library in 1997; a view of the library today; kids attending a STEM program in 2018.

MEAD LIBRARY

HOURS

(Labor Day to Memorial Day)

Monday-Thursday

8:30 am. to 8 p.m.

Friday & Saturday

8:30 a.m. to 5 p.m.

Sunday

1 to 5 p.m.

Library Closings:

Sept. 5 & 30; Nov. 24-25

CONTACT US

920-459-3400

www.meadpl.org/contact

SOCIAL MEDIA

Follow our social channels for event updates, library news and to stay in touch.



NEWSLETTERS

Footnotes is published quarterly. Sign up for the monthly email newsletter at www.meadpl.org.

BOARD OF TRUSTEES

The board meets on the last Thursday of each month at 5 p.m. in The Loft (third floor). The meetings are open to the public.

THANK YOU TO OUR PROGRAM SPONSORS

All of our programs are free, thanks to funding from the Mead Public Library Foundation, the Friends of Mead Public Library, ACUITY, the Kohler Foundation, Inc. and MilliporeSigma.

ACCESSIBILITY

To request ADA accommodations, email mead.as@meadpl.org at least a week in advance.

PHOTO POLICY

Mead staff may take photographs and video at events for publicity. Please notify a staff member if you do not want to participate.

[illegible]

III

Res. No. 70 - 22 - 23. By Alderpersons Mitchell and Filicky-Peneski.
September 19, 2022.

A RESOLUTION approving Policy Number HR 141 FML titled "Family Medical Leave Policy."

WHEREAS, this Family Medical Leave Policy was created in part due to the hiring of an outside agency to assist with FMLA administration, but also to bring the policy up-to-date.

NOW, THEREFORE, BE IT RESOLVED: That the Common Council hereby indicates their support for and approves Policy Number HR 141 FML, a copy of which is attached hereto.

FAP

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

**Title:** Family Medical Leave Policy**Policy Number:** HR 140

Item 12.

Author: Sandy Rohrick (2014)
Charles Adams (2022 revisions)**Created:** 01/24/2014**Revision:** 09/19/2022**Scope:** Non-Rep City Employees**Print Date:** 9/16/22 9:52 AM**Page** 1 of 7

1.0 Purpose

This policy outlines the provisions of the federal and Wisconsin Family and Medical Leave Acts and the rights and obligations of employees and employers under both laws.

(NOTE: There is a previous policy, HR 140 FML, which is titled "Family Medical Leave Policy." However, that policy covered many more items than simply FMLA Benefits. That policy is repealed as it relates to Family Medical Leave Act policies, Paragraph 3.6) The remainder of the policy remains in effect as amended by annual changes to the Employee Benefits Plan.)

2.0 Scope

This policy applies to all employees of the City of Sheboygan.

3.0 Policy

A. General Policy and Disclaimers

It is the policy of the City of Sheboygan to comply with all applicable State and Federal laws concerning military family leave, family leave, medical leave, or caretaking leave.

This policy applies only to leave designated under State or Federal law. Leave designated under this policy may overlap or duplicate leave available under collective bargaining policies or other personnel policies. Sick leave, vacation, and leave of absence provisions under any collective bargaining agreements remain in effect.

Leave provided by the City which is taken for the same reasons as leave covered by the FMLA is not in addition to leave provided under the FMLA. If leave qualifies for family or medical leave under either or both the Federal and State laws, the leave used counts against the employee's entitlement under both State and Federal FMLA concurrently. Leave covered by the FMLA will be deducted from the entitlement under the FMLA.

Both State and Federal Family and Medical Leave entitlement will be counted based on a calendar year (January-December).

B. Eligibility

Employees are entitled to FMLA benefits as follows.

1. Federal FMLA

In order for employees to be eligible for leave under the Federal Family Medical Leave provisions, they must have been employed by the City of Sheboygan for at least 12 months (whether consecutive or not) and have worked at least 1,250 hours during the 12 months prior to the start of the requested leave.

- a. Any absence from work due to military service covered under the Uniformed Services Employment and Reemployment Rights Act (USERRA) must be counted toward the employee's 12-month employment period when determining FMLA eligibility.
- b. Time spent on paid or unpaid leave does not count in determining the 1,250-hour eligibility

2. State FMLA

In order for employees to be eligible for leave under the Wisconsin Family Medical Leave provisions, they must have been employed by the City of Sheboygan for at least 52 consecutive weeks and must have been paid for at least 1,000 hours during the 52 weeks prior to the start of the FMLA leave. If an employee is maintained on the payroll for any part of the week, the week counts as a week of employment.



Title: Family Medical Leave Policy

Policy Number: HR 1

Item 12.

Author: Sandy Rohrick (2014)
Charles Adams (2022 revisions)

Created: 01/24/2014
Revision: 09/19/2022

Scope: Non-Rep City Employees

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C. Benefits

1. Federal FMLA

Federal law allows employees a total of 12 weeks for:

- a. Family leave for the birth of an employee's child or because of the placement of a child with the employee for adoption or foster care. Federal law requires that leave conclude within 12 months after the birth.
- b. Family leave to care for a child, legal ward, spouse, parent, or covered servicemember suffering from a serious health condition.
- c. Medical leave for an employee to care for their own serious health condition which renders them unable to perform the essential functions of the job.
- d. Exigency leave due to a spouse, child, or parent who is on active military duty or who has been notified of an impending call to active duty status in the National Guard or Reserves, in support of a contingency operation. Also included are servicemembers in the regular armed forces who are on active duty in a foreign country or are called to active duty in a foreign country.
 - i. Eligible employees may take leave to care for a military member's parent who is incapable of self-care when the care is necessitated by the member's covered active duty.
 - ii. The amount of time an eligible employee may take for Rest and Recuperation qualifying exigency leave is expanded to a maximum of 15 calendar days.

Federal law allows employees a total of 26 weeks of leave in a single 12-month period (regardless of calendar year) for caring for a spouse, son, daughter, parent, or next of kin who is a covered servicemember/veteran recovering from a serious illness or injury sustained in the line of duty. A covered veteran is defined as an individual who was discharged or released at any time during the five (5) year period prior to the first date the eligible employee takes FMLA to care for the covered veteran. A dishonorable discharge disqualifies the veteran from coverage.

2. State FMLA

State law allows employees leave as follows:

- a. Up to six (6) weeks of family leave for the birth or adoption of a child. This leave must commence within 16 weeks of the birth or adoption of a child. If nonconsecutive leave is taken, the last increment of the nonconsecutive leave must commence no later than 16 weeks after the birth or adoption date.
- b. Up to two (2) weeks of family leave to care for a child, legal ward, spouse, domestic partner, or parent (including parents-in-law and parents of a domestic partner) suffering from a serious health condition.
- c. Up to two (2) weeks of medical leave for an employee to care for their own serious health condition which renders them unable to perform the essential functions of the job.
- d. Up to six (6) weeks of medical leave for bone marrow or organ donation, in accordance with the Bone Marrow and Organ Donation Leave law (Section 103.11 Wis. Stats.). [Note: This leave may run concurrent with FMLA if the bone marrow or organ donation qualifies as a serious health condition under Federal or State FMLA.]

**Title:** Family Medical Leave Policy**Policy Number:** HR 14

Item 12.

Author: Sandy Rohrick (2014)
Charles Adams (2022 revisions)**Created:** 01/24/2014
Revision: 09/19/2022**Scope:** Non-Rep City Employees**Print Date:** 9/16/22 9:52 AM**Page** 3 of 7

3. Concurrent Leave

Leave qualifying for both Wisconsin and federal FMLA leave will count against the employee's entitlement under both laws and will run concurrently. However, when the reason(s) for qualified leave differ, the leave may not run concurrently under federal and state law, and an employee may be entitled to more than 12 weeks of leave in a calendar year. This type of leave occurrence will be evaluated and reviewed with the employee at the time of the leave. Qualified leave taken under Worker's Compensation also will run concurrently with federal FMLA leave.

4. Non-Continuous or Intermittent Leave

Employees are permitted to take leave provided for in this subsection C on an intermittent (blocks of time) or reduced work schedule in no less than one-hour increments, as follows:

a. Federal FMLA

- i. To care for a sick family member or for an employee's own serious health condition when medically necessary, or when it is necessary to care for a family member or next of kin who suffered an injury or illness while on active duty.
- ii. To care for a newborn, adopted, foster child when approved in advance by the City.
- iii. For military family leave when approved in advance by the City.

Note: Employees requesting non-continuous federal FMLA leave that is foreseeable based on planned medical treatment for purposes of providing care to a child, spouse or parent with a serious health condition or for the employee's own serious health condition may be required to transfer temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than the regular employment position of the employee. An employee temporarily transferred will receive the same pay and benefits, but may be assigned different duties.

- b. State FMLA for any purpose provided for in subsection C.2, so long as it does not unduly disrupt the department's operations.

The employee may not take, or be required to take, more leave than medically necessary to address the circumstances that caused the need for the leave.

5. Pregnancy-Related Conditions

The City does not discriminate against anyone who requests an excused absence for medical disabilities associated with pregnancy. Such leave requests will be evaluated according to the medical leave policy provisions outlined in this policy and all applicable laws.

Upon request, the City will consider providing reasonable accommodations for health conditions related to pregnancy or childbirth in accordance with all applicable laws. Depending on the accommodation requested, an employee may be required to provide medical substantiation of the need for accommodation. Accommodations may not be available if such health conditions prevent the performance of the essential functions of the employee's position.

Requests for accommodations or time off associated with pregnancy and/or childbirth that are not related to medical incapacity (such as time off for bonding, pre-birth house preparations, or child care) will be considered in the same manner as other requests for unpaid personal leave.



Title: Family Medical Leave Policy

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6. Nursing Mothers

Under Section 4207 of the Patient Protection and Affordable Care Act of 2010, employees are allowed unpaid reasonable break time to express breast milk. Supervisors should, as much as possible and consistent with efficient operations, exercise the necessary flexibility to allow employees who wish to use paid breaks to express breast milk to do so even if do so falls outside of standard times for such breaks. The City shall provide appropriate private, lockable locations in each building no more than one floor away from the employee's work station. Bathroom facilities or facilities immediately adjacent to bathroom facilities are not appropriate locations.

7. Payments while on FMLA Leave

In general, both Wisconsin and federal FMLA leaves are unpaid. Under the Federal FMLA, the City of Sheboygan requires the leave to be charged against available and accrued paid leave (such as PTO, floating holidays, or compensatory time), including leave provided by a collective bargaining agreement. Under the Wisconsin FMLA, employees may choose substitute leave.

An employee on FMLA Leave will continue to accrue all benefits provided by City policies and collective bargaining agreements.

8. FMLA Leave for planned medical treatments

Employees who take medical leave should make reasonable efforts to schedule planned medical treatments so as not to unduly disrupt business operations.

D. Procedure

1. Employee's Request

Employees requesting leave must submit a Request for Leave form to the Human Resources Department at least **30** days, or as soon as practicable, in advance of taking leave. If circumstances do not permit an employee to give notice in advance of taking leave, the employee must notify the Human Resources Department and submit the Request for Leave form as soon as reasonable and practical. This should be interpreted to mean within one to two working days of the employee learning of the need for leave. Failure to give timely notice may result in the delay or denial of FMLA leave and may subject you to discipline under Municipality policies.

In emergencies, if the leave request cannot be made by the employee in writing, the employee's supervisor will notify the Human Resources Department. The Human Resources Department will follow up with the employee or the employee's emergency contact in writing to obtain and record the information needed in a leave request.

Upon receipt of the request, the Human Resources Department must approve or deny the request, give reasons for any denial, and specify any additional information required as well as the employee's rights and responsibilities under federal and state FMLA, as applicable. Additionally, the Human Resources Department shall inform employees if leave will be designated as FMLA-protected or if it has determined that the leave is not FMLA-protected. The Human Resources Department shall also inform employees of the amount of leave counted against the employee's leave entitlement. Appeal of any denial or other adverse decision may be made first to the Human Resources Director, and then to Common Council, which may, at its discretion, provide for a committee thereof to hear such appeals.

When approving requests, the Human Resources Department shall provide a Designation Notice setting forth the designation of anticipated leave under federal and state FMLA law and any other designation that may be appropriate.

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2. Medical Certifications

If the leave is for a family member's or the employee's serious health condition, the employee must submit a medical certification from the employee's or the family member's health care provider within **15** days. Documents containing family information must be kept confidential pursuant to the Genetic Information Nondisclosure Act (GINA).

If an employee does not provide the required certification by the designated deadline, or if the City determines that an employee's absence is not covered as FMLA leave, the leave may not be designated as Wisconsin and/or federal FMLA leave, and the employee may be subject to discipline under City attendance policies unless the employee uses accrued paid leave and/or is granted a non-FMLA leave of absence.

The City may require a second opinion and periodic certification. If a first and second opinion differ, the City may require the binding opinion of a third health care provider, approved jointly by the City and the employee and paid for by the City. When required by the City, second or third certifications shall be at the City's expense and periodic re-certifications shall be at the employee's expense. The City requires periodic reports during federal FMLA leave regarding the employee's status and intent to return to work.

3. Employer Designation

The City will require completion of FMLA documentation, including a Request for Leave, when an employee misses more than three (3) consecutive scheduled work days due to a qualifying FMLA event. If the leave is determined eligible, it will automatically be counted against the employee's FMLA entitlement. In such a case, the Human Resources Department shall provide a Designation Notice setting forth the designation of anticipated leave under federal and state FMLA law and any other designation that may be appropriate. Said notice shall also include any of the relevant information required by virtue of Subsection D.1 of this policy.

4. Worker's Compensation and Light Duty

Federal FMLA will run concurrent with worker's compensation provided that the injury meets the criteria for a "serious health condition", as defined by law. Substitution of accrued paid leave is not allowed for Worker's Compensation absences unless an applicable labor agreement provides otherwise.

If an employee accepts a light duty assignment while on worker's compensation, that time may not count against the employee's family or medical leave entitlement. If the light duty position is declined and the employee elects to stay on FMLA leave, the employee may give up their worker's compensation benefits.

5. Health Insurance Benefits

Group health insurance coverage will be maintained for employees while they are on FMLA leave, on the same terms as if the employee continued to work. The employee will be required to pay their regular portion of health insurance premium payments on a monthly basis.

The City may recover its share of health insurance premiums paid during a period of unpaid FMLA leave from an employee if the employee fails to return to work for a minimum of 30 calendar days after the expiration of the leave. The City may not collect the premiums if the reason the employee does not return is due to continuation, recurrence, or onset of a serious health condition that would entitle the employee to leave under FMLA, or other circumstances beyond the employee's control.

The City may discontinue health insurance benefits if the employee fails to make a premium payment within 30 days of the due date after providing written notice to the employee of the cancellation of coverage for non-payment.

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6. Other Benefits

Other benefits under the City's Benefit plan may be continued during periods of unpaid FMLA leave, and arrangements should be made for employee's portion of the payments with the Human Resources Department.

7. Status While on Leave

During the leave, the employee must update the Human Resources Department at least every 30 days of their status with health care provider certification and the intention to return to work. The Human Resources Department will inform the employee's supervisor of the status of the employee's intention to return to work.

8. Extra Leave

Leave beyond the FMLA entitlement must be approved in advance and is subject to any collective bargaining agreements or policies and procedures.

9. Return to Work

The City shall provide all employees on FMLA a list of the essential functions of their position along with the "Designation Notice." All employees returning from FMLA for their own serious health condition must provide a Fitness for Duty statement signed by their treating physician and specifically indicating that the essential functions of the job can be performed. A form is available in the Human Resources Department that includes information about the requirement that the statement address the employee's ability to perform the essential functions. Upon return from FMLA leave, an employee shall be restored to his or her original position or, if the position is not vacant, to an equivalent position with equivalent pay, benefits and other terms and conditions of employment. Notwithstanding these provisions, before an employee who is unable to perform the functions of their job upon expiration of FMLA leave is terminated, the City shall consider whether other provisions of City policy or a collective bargaining agreement are applicable and whether the Americans with Disabilities Act, provisions of the Wisconsin Fair Employment Act, or other legal provisions are applicable.

Employees who return from an absence that they desire to be counted as FMLA must give notice within two days of returning to work. If notice is not timely, the employee may not assert FMLA protection.

10. Availability of Forms

Forms referred to in this section are available through the Human Resources Department. The Human Resources Director is responsible for maintaining, updating, and making available all such forms.

E. Additional Provisions

1. Correspondence

Any correspondence sent to an employee on leave will be sent to their last known address filed with the Human Resources Department. Employees must notify the Human Resources Department of any change of address.

2. Falsification of Forms

An employee will be subject to disciplinary action up to and including discharge for falsifying any information required or requested as part of the process for receiving leave or benefits under the FMLA or this policy.



Title: Family Medical Leave Policy		Policy Number: HR 14	Item 12.
Author: Sandy Rohrick (2014) Charles Adams (2022 revisions)		Created: 01/24/2014 Revision: 09/19/2022	
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3. Unlawful Acts by Employer

FMLA makes it unlawful for any employer to:

- a. Interfere with, restrain, or deny the exercise of any right provided under FMLA; and
- b. Discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.



Title: Family Medical Leave Policy		Policy Number: HR 14	Item 12.
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REVISIONS LOG

REVISION YEAR	DATE INTRODUCED TO SAL & GRIEV	MODIFICATION TO PRIOR NON-REP COMP PLAN	GENERAL ORDINANCE OR OTHER REF DOCUMENT
2014		Newly created procedure	

CITY OF SHEBOYGAN

REQUEST FOR FINANCE AND PERSONNEL COMMITTEE CONSIDERATION

ITEM DESCRIPTION: Res. No. 71-22-23 by Alderpersons Mitchell and Filicky-Peneski authorizing the appropriate City officials to execute a Recording and Broadcast Agreement between the City of Sheboygan and the County of Sheboygan.

REPORT PREPARED BY: Eric Bushman, Information Technology Director

REPORT DATE: September 22, 2022

MEETING DATE: September 26, 2022

FISCAL SUMMARY:

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin	N/A
Statutes:	
Municipal Code:	N/A

BACKGROUND / ANALYSIS:

The City owns and operates WSCS, a local access cable television station. WSCS's mission is to make local government more accessible to the citizens of Sheboygan by providing a direct link to local government via television and the web. WSCS records and broadcasts meetings of the Sheboygan County Board of Supervisors. The City owns aging recording and broadcast equipment housed in the control room of the Sheboygan County Board chambers in the Sheboygan County Courthouse, which needs replacement.

STAFF COMMENTS:

Sheboygan County desires to donate funds to allow WSCS to make needed replacements and repairs to the Equipment to allow the continued recording and broadcast of meetings of the County Board.

ACTION REQUESTED:

Motion to recommend the Common Council adopt Res. No. 71-22-23.

ATTACHMENTS:

- I. Res. No. 71-22-23
- II. WSCS - County - Recording & Broadcast Agreement

III
Res. No. 71 - 22 - 23. By Alderpersons Mitchell and Filicky-Peneski.
September 19, 2022.

A RESOLUTION authorizing the appropriate City officials to execute a Recording and Broadcast Agreement between the City of Sheboygan and the County of Sheboygan.

WHEREAS, The City owns and operates WSCS, a local access cable television station; and

WHEREAS, WSCS's mission is to make local government more accessible to the citizens of Sheboygan by providing a direct link to local government via television and the web; and

WHEREAS, pursuant to WSCS's mission, WSCS records and broadcasts meetings of the Sheboygan County Board of Supervisors; and

WHEREAS, the City owns aging recording and broadcast equipment (the "Equipment") housed in the control room of the Sheboygan County Board chambers in the Sheboygan County Courthouse, which needs replacement; and

WHEREAS, Sheboygan County desires to donate funds to allow WSCS to make needed replacements and repairs to the Equipment to allow the continued recording and broadcast of meetings of the County Board and to enter into a Recording and Broadcast Agreement setting forth the roles and responsibilities of the respective parties for continued cooperation in broadcasting airing County Board meetings to the public.

FHP

NOW, THEREFORE, BE IT RESOLVED: That the Director of Information Technology is hereby authorized to execute the Recording and Broadcast Agreement, a copy of which is attached hereto and incorporated herein.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

Recording and Broadcast Agreement

Between the City of Sheboygan and the County of Sheboygan

Background

WSCS is a local access cable television station owned and operated by the City of Sheboygan ("City"). WSCS's mission is to make local government more accessible to the citizens of Sheboygan by providing a direct link to local government via television and the web. As such, WSCS records and broadcast meetings of the Sheboygan County Board of Supervisors ("County Board".) For that purpose, WSCS owns aging recording and broadcast equipment ("Equipment") housed in the control room of the Sheboygan County Board chambers in the Sheboygan County Court House. That equipment needs replacement.

Sheboygan County ("County") desires to donate funds to allow WSCS to make needed replacements and repairs to the Equipment to allow the continued recording and broadcast of meetings of the County Board. The parties have entered into this Agreement to set forth the roles and responsibilities of the respective parties for continued cooperation in broadcasting airing County Board meetings to the public.

County Responsibilities

1. The County agrees to provide a one-time payment of \$30,000 to City towards the costs of replacement of the Equipment. Such funds will come from the Sheboygan County IT fund balance.
2. The County agrees that the Equipment is and shall continue to be owned by the City. As such, the County agrees to provide WSCS employees reasonable access to the Equipment and to use the same standard of care as used for County equipment to prevent access and use of said equipment by persons other than WSCS employees or persons with written authorization from the Director of WSCS.

City Responsibilities

1. The City agrees that during the pendency of this Agreement, it will continue to provide a WSCS staff member to record County Board meetings and to provide airtime on WSCS to broadcast County Board Meetings.
2. The City agrees that it is solely responsible for all maintenance and repair costs for all broadcasting and recording equipment used by WSCS to air County Board meetings on television and on the Internet.
3. The City agrees and acknowledges the County shall not be responsible for wear and tear or unforeseen damage, except damage resulting from a breach of this Agreement by the County.

Duration

This Agreement will be in force upon approval of the Sheboygan County Finance Committee and the Common Council of the City of Sheboygan, and shall remain in effect through December 31, 2027 unless the Agreement is breached by the County or the City fails to appropriate funds to continue the work of WSCS. Thereafter, this agreement will automatically remain in place until sixty (60) days after written notice provided by the City to the County of its intent to discontinue providing its broadcasting services through WSCS.

Sheboygan County

Date: _____

Christopher Lewinski, IT Director

WSCS

Date: _____

This Agreement is authorized by the City of Sheboygan Common Council pursuant to Res. ____-22-23