

Mukwonago Community Library Board of Trustees

Meeting Date: Thursday, January 19th, 2017 at 7:00 p.m.

Location: Mukwonago Community Library History Room

Purpose/Notes: Regular Meeting of the Library Board

Special Guests: Friends of the Mukwonago Community Library

Agenda

I. REGULAR ORDER OF BUSINESS

- A. Call to Order
- B. Roll Call and Introduction of Guests
 - a. Update from the Friends of the Mukwonago Community Library
- C. Comments from the Public
- D. Approval of Minutes:
 - a. December 15th, 2016
- E. Audit and Approval of Monthly Expenditures

II. REPORTS

- A. Board President Remarks
 - a. Update on Library Board Vacancy
- B. Committee Reports
 - a. Policy Committee
 - b. Finance Committee
 - i. Chair Vacancy
 - c. Personnel Committee
 - d. Buildings and Grounds Committee
- C. Board Member Remarks
- D. Library Director Report

III. OLD BUSINESS

- A. Discuss / Act on December 2017 Closed Dates

IV. NEW BUSINESS – DISCUSSION / ACTION ITEMS

- A. Discussion / Review of 2017 Employee Organizational Chart
- B. Discuss / Act on Library Closing for In-Service Training Day
- C. Discussion of Recognition of Library Staff during National Library Week
- D. Discussion of Protocol to follow for setting Committee Agendas/Meetings
- E. Discussion of Parameters / Role Delineation between Library Board, Committees, and Director
- F. Discuss / Act on changing monthly meeting time of the Library Board from 7:00 p.m. to 6:00 p.m.
- G. Discuss / Act on Adoption of 2017 Wage Resolution
- H. Discuss / Act on Hotspot Policy
- I. Discuss / Act on Roku Policy
- J. Discuss / Act on Social Media Policy

- K. Discuss / Act on Revision of Gifts and Donations Policy, incorporating specification of spending allowance without prior Board approval
- L. Discuss / Act on the 2017 Goals and Objectives for the Library Director
- V. Please take notice the Library Board of Mukwonago Community Library will convene into closed session pursuant to Wis. Stat. 19.85(1) (c) to discuss employment, promotion, compensation or performance evaluation data of any public employee over which the government body exercises jurisdiction and responsibility.

You are further notified that at the end of the Closed Session, a motion will be made to reconvene in open session pursuant to State Statute 19.85(2) to consider possible action on matters discussed in closed session.

VI. CONFIRM NEXT MEETING DATE

VII. ADJOURNMENT