

Mukwonago Community Library Board of Trustees

Meeting Date: Thursday, August 17th at 6:00 p.m.

Location: Mukwonago Community Library

511 Division Street

History Room

Mukwonago, WI 53149

Purpose/Notes: Regular Meeting of the Library Board

Agenda

I. REGULAR ORDER OF BUSINESS

- A. Call to Order
- B. Roll Call and Introduction of Guests
- C. Comments from the Public
- D. Welcome to new County Appointed Board Trustee – Carol Stienstra
- E. Approval of Minutes:
 - a. July 20th, 2017
- F. Audit and Approval of Monthly Expenditures

II. REPORTS

- A. Committee Reports
 - a. Policy Committee
Last Meeting: 07/24/17 Next Scheduled Date: 09/07/17
 - b. Finance Committee
Last Meeting: 08/10/17 Next Scheduled Date: 09/14/17
 - c. Personnel Committee
Last Meeting: 08/11/17 Next Meeting to be scheduled as needed
 - d. Buildings and Grounds Committee
Last Meeting: 05/18/17 Next Meeting to be scheduled as needed
- B. Library Director Report

III. NEW BUSINESS – DISCUSSION / ACTION ITEMS

- A. Extend open hours for Midnight Magic on Saturday, December 2nd
- B. Recommendation to fill final County Appointment on MCL Board of Trustees
- C. Library Board Bylaws (Article II, Section 3). Discussion of possible language regarding removal of a Library Board member for cause. (Article III, Section 2). Discussion of possible language to change Nominating Committee to Committee of the Whole.
- D. Library Board Vacancy Policy. Time period for review of board vacancy.
- E. Circulation Policy (Article II, Sections A and B) Card expiration and renewal altered to reflect 18 months. (Article VIII, Section A) Various changes to loan periods
- F. Grievance and Appeals Procedure of the Personnel Policy
- G. Compensation and Performance Evaluation Procedure for Director to execute
- H. Review/Approve County Library Standards Compliance Letter
- I. Use of Gollmar / WCCF funds towards MakerSpace conceptual plan and new flooring in the MetaSpace 511

IV. REFERRAL ITEMS

V. CONFIRM NEXT MEETING DATE

VI. ADJOURNMENT