

Mukwonago Community Library Board

Meeting Date: Thursday, March 15th
Meeting Time: 6:00 p.m.
Location: Mukwonago Community Library
511 Division Street
Community 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 Board Members
- C. Comments from the Public
- D. Approval of Minutes:
 - a. February 15th, 2018
- E. Audit and Approval of Monthly Expenditures

II. REPORTS

- A. Committee Reports
 - a. Policy Committee
Last Meeting: 03/01/18 Next Meeting Date: 06/07/18
 - b. Finance Committee
Last Meeting: 01/09/18 Next Meeting to be scheduled as needed
 - c. Personnel Committee
Last Meeting: 03/02/18 Next Meeting to be scheduled as needed
 - d. Buildings and Grounds Committee
Last Meeting: 03/12/18 Next Meeting to be scheduled as needed
- B. Library Director Report

III. NEW BUSINESS – DISCUSSION / ACTION ITEMS

- A. Recognition of Deb Calvey for service to the MCL Board of Trustees
- B. 2018 Performance Evaluations Tools (Periodic and Annual Evaluation Tools)
- C. Recommendation of proposals / bids received for building security system (regarding access control, intrusion, and video surveillance)
- D. Scheduled Review of Finance Policy
- E. Scheduled Review of Finance Procedures
- F. Scheduled Review of Fund Disbursement Policy
- G. Scheduled Review of Public Computer and Internet Access Policy
- H. Board Bylaws. Recommended language of “Removal of Board Member for Cause”
- I. Board Bylaws. Addition of language to permit attendance via tele/videoconference to
- J. Award 2018 Outside Maintenance / Landscaping Services to Oliver Zimmermann
- K. Recommendation to award outside lights motion detectors to Roman Electric
- L. Trustee Essentials - #TE1 (*The Trustee Job Description*) and #TE2 (*Who Runs the Library?*)
- M. Library of the Year Application

IV. REFERRAL ITEMS

V. CONFIRM NEXT MEETING DATE

VI. ADJOURNMENT