



Meeting Date: Thursday, March 21st, 2019
Meeting Time: 6:00 p.m.
Location: Mukwonago Community Library
511 Division Street
Community Room
Mukwonago, WI 53149
Purpose / Notes: Regular Library Board Meeting

Agenda

I. REGULAR ORDER OF BUSINESS

- A. Call to Order
- B. Roll Call and Introduction of Guests
- C. Comments from the Public
- D. Approval of Minutes:
 - a. Regular Library Board Meeting – February 21st, 2019
- E. Audit and Approval of Monthly Expenditures

II. REPORTS

- A. Committee Reports
 - a. Building and Grounds Committee
Last Meeting: 03/14/19 Next Meeting: 04/10/19
 - b. Finance Committee
Last Meeting: 10/08/18 Next Meeting to be scheduled as needed
 - c. Personnel Committee
Last Meeting: 03/21/19 Next Meeting to be scheduled as needed
 - d. Policy Committee
Last Meeting: 03/04/19 Next Meeting: 06/12/19
- B. Library Director Report

III. CONSENT AGENDA

- A. Scheduled Review of Finance Policy
- B. Scheduled Review of Fund Disbursement Policy
- C. Scheduled Review of Finance Procedure
- D. Scheduled Review of Performance Evaluation Tools Procedures

IV. NEW BUSINESS - DISCUSSION / ACTION ITEMS

- A. Approval of funds from WCCF for the capital purchase of a laser engraver to be added to MetaSpace 511 - Action
- B. Reschedule April's Library Board Meeting Date – Action
- C. Approve Food for Fines during National Library Week (April 7th – 13th) – Action

- D. Discussion of expanding library hours on Fridays until 6:00 p.m. (per MCL 2018-2021 strategic plan item to identify costs associated with potential expansion of hours of operation) – Discussion/Action
- E. Discussion of expanding library hours on Sundays from 1:00 p.m. – 4:00 p.m. during the school year (per MCL 2018-2021 strategic plan item to identify costs associated with potential expansion of hours of operation) – Discussion / Action
- F. Public Computers & Internet Access Policy, Section IV, Paragraph E- Eliminate “Children less than 18 years of age must have written parental /guardian permission on file prior to computer usage” – Action
- G. Approve recommended changes to the Circulation Policy to incorporate The Thingery – Action
- H. Approve Facilities / Space Needs Study Bid to be awarded to Engberg Anderson – Action
- I. Trustee Essentials TE13: Library Advocacy - Discussion
- J. Trustee Essentials TE14: The Library Board and the Open Meetings Law – Discussion

V. REFERRAL ITEMS

VI. CONFIRM NEXT MEETING DATE: Thursday, April 18th at 6:00 p.m. (subject to change)

VII. ADJOURNMENT