



**Meeting Date:** Thursday, June 10, 2021  
**Meeting Time:** 6:00 p.m.  
**Location:** Mukwonago Community Library  
511 Division Street  
Virtual Meeting / 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 – May 13, 2021
- E. Audit and Approval of Monthly Expenditures

#### **II. REPORTS**

- A. Committee Reports
  - b. Building and Grounds Committee  
Last Meeting: 08/18/2020                      Next Meeting to be scheduled as needed
  - c. Finance Committee  
Last Meeting: 09/24/2020                      Next Meeting to be scheduled as needed
  - d. Personnel Committee  
Last Meeting: May 24, 2021                      Next Meeting to be scheduled as needed
  - e. Policy Committee  
Last Meeting: 01/06/2021                      Next Meeting to be scheduled as needed
- B. Library Director Report

#### **III. NEW BUSINESS - DISCUSSION / ACTION ITEMS**

- A. Recommendation from the Personnel Committee to change Technology Supervisor job description to MetaSpace 511 Lead Innovator – *Discussion/Action*
- B. Recommendation from the Personnel Committee to change Youth Services Assistant job description to Community Engagement Coordinator – *Discussion/Action*

- C. Review and Implementation of Library Director's first 90 days Goals & Objectives – *Discussion*
- D. Credit card/cash drawer POS for circulation stations – *Discussion/Action*
- E. Mukwonago Community Library 'Return to Normal' policy – *Discussion/Action*
- F. Mukwonago Community Library COVID-19 Employee Policy – *Discussion/Action*
- G. Retiree recognition – *Discussion/Action*
- H. Discussion of board meetings going forward - in person, Zoom, other - *Discussion/Action*
- I. Use of digital platform hosted by Village for meeting agendas and minutes – *Discussion/Action*

**V. REFERRAL ITEMS**

**VI. CONFIRM NEXT MEETING DATE:** Thursday, July 8, 2021

**VII. ADJOURNMENT**

Topic: Board Meeting

Time: May 13, 2021 06:00 PM Central Time (US and Canada)

Every month on the Second Thu, until Jul 8, 2021, 3 occurrence(s)

May 13, 2021 06:00 PM

Jun 10, 2021 06:00 PM

Jul 8, 2021 06:00 PM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: <https://us02web.zoom.us/meeting/tZMpd-6oqjsg93ervjRvJzw1BKJ8cZ1oVvB/ics?icsToken=98tyKuGvqjstGtCVtRiORpwEBoigKPTwiGJYjfoOmQ3zCRJFSBnhZ8BpGOp8Konf>

Join Zoom Meeting

<https://us02web.zoom.us/j/87407040519?pwd=dkFyaStpNnJXdms2ZlhaZjE3UzVhZz09>

Meeting ID: 874 0704 0519

Passcode: 242560

One tap mobile

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