



Board of Trustees Meeting Agenda
Irvin L. Young Memorial Library
Community Room
431 W. Center Street
Whitewater, WI 53190
Monday, December 20, 2021; 6:30 p.m.

This meeting will be both in-person and virtual

*Our Mission: We will have the space and the stuff to do the things that you want
Our Values: Safe & welcoming; Trust; Diversity; Fun; Lifelong learning and creativity; Making connections;
Service excellence*

Join Zoom Meeting

<https://us02web.zoom.us/j/83199582389?pwd=Sm9NUjZXYTNVM3J0SmVrNjU2cG8xdz09>

Meeting ID: 831 9958 2389

Passcode: Ei3JsJBg

One tap mobile

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+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 831 9958 2389

Passcode: 80191071

Find your local number: <https://us02web.zoom.us/j/kvz2cjRLj>

1. Call To Order And Roll Call

2. Consent Agenda

2.I. Approval Of Minutes

Documents:

[MINUTES NOVEMBER 15, 2021 - DRAFT.PDF](#)

2.II. Acknowledgment Of Receipt Of Financial Reports

Documents:

[BALANCE SHEET - NOVEMBER 2021.PDF](#)
[BUILDING EXPENDITURES - NOVEMBER 2021.PDF](#)
[CASH RECEIVED - NOVEMBER 2021.PDF](#)
[OPERATING INCOME AND EXPENDITURES - NOVEMBER 2021.PDF](#)

2.III. Approval Of Payment Of Invoices

Documents:

[PAID INVOICES - NOVEMBER 2021.PDF](#)

2.IV. Acknowledgment Of Receipt Of Statistical Reports

Documents:

[STATISTICS REPORT - NOVEMBER 2021.PDF](#)

2.V. Acknowledgment Of Receipt Of Treasurer's Reports

Documents:

[BOARD TREASURER REPORT - NOVEMBER 2021.PDF](#)
[AMERICAN DEPOSIT MANAGEMENT STATEMENT - OCTOBER 2021.PDF](#)

3. Hearing Of Citizen Comments

No formal Library Board action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Library Board discusses that particular item.

4. Old Business

4.I. Library Building Project

Update from the Library Expansion Committee.

5. New Business

5.I. Year-End Review Of 2021 Strategic Plan Activities

We will go over what has been accomplished and 2021 and discuss what activities

will be targeted in 2022 with the draft of the 2022 activities to be presented on the January 17, 2022 agenda.

Documents:

[2021 STRATEGIC PLAN ACTIVITIES - YEAR END REVIEW.PDF](#)

5.II. Approval Of The 2022 Jefferson County Library Contract

This contract formalizes the request for reimbursement for county library usage in 2020 by residents who live in municipalities without their own public library.

Documents:

[2022 JEFFERSON COUNTY LIBRARY CONTRACT.PDF](#)

5.III. Review And Approval Of Draft Revision Of The Inclement Weather Policy

Library staff do not receive compensatory time so the policy should not include that language.

Documents:

[POLICY INCLEMENT WEATHER - DRAFT REVISION.PDF](#)

6. Staff & Board Reports

6.I. Library Director's Report

The report includes: facility maintenance, budget updates, if any; staff updates, if any; collection maintenance updates; public and community relations activities; library board relations, if any; meetings/webinars/trainings attended; strategic plan activities updates, if any.

Documents:

[LIBRARY DIRECTOR REPORT - DECEMBER 2021.PDF](#)

6.II. Adult Services Report

The report includes upcoming programs, programs already presented, attendance at said programs, and what meetings/trainings/webinars were attended.

Documents:

[ADULT SERVICES REPORT - DECEMBER 2021.PDF](#)

6.III. Youth Educational Services Report

The report includes programs presented, attendance at said programs, and meetings/webinars/trainings attended

Documents:

[YOUTH EDUCATIONAL SERVICES REPORT - DECEMBER 2021.PDF](#)

6.IV. Programming & Makerspace Librarian Report

The report includes upcoming programs, programs already presented,

attendance at said programs, and meetings/webinars/trainings attended.

Documents:

[PROGRAMMING AND MAKERSPACE REPORT - DECEMBER 2021.PDF](#)

6.V. Bridges Library System Staff Report

Documents:

[BRIDGES STAFF REPORT - DECEMBER 2021.PDF](#)

7. Board Reports

Report on Trustee Training Week:

Board Succession Planning - Jaime Weigel

8. Board Member Requests For Future Agenda Items

If the board has any questions they want to put to the community through the City's Polco online survey system, they will be collected at this time.

Polco is a civic engagement, survey and polling platform.

9. Confirmation Of Next Meeting

To Be Determined -- The third Monday of January is Martin Luther King Jr. Day and the library is closed. Another day for the Library Board meeting will need to be chosen.

10. Adjournment Into Closed Session

- I. Adjournment into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

Item to be discussed:

- a) Performance evaluation for the Library Director

Items on the Consent Agenda will be approved on a single vote unless any board member requests that it be removed for individual discussion. It is possible that members of, and possibly a quorum of members of, other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information over which they may have decision-making responsibility; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.