



Board of Trustees Meeting Agenda
Irvin L. Young Memorial Library
Community Room
431 W. Center Street
Whitewater, WI 53190
Monday, November 21, 2022, 6:30 p.m.

AMENDED 9:45 a.m. Thursday, November 17: Adding Item 4.1.i Library Contribution Agreement

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

This will be an in-person/virtual hybrid meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/86244329323?pwd=KzVBWVp1NERjcUdtb3B3b1c5RGo4dz09>

Meeting ID: 862 4432 9323

Passcode: guht6San

One tap mobile

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+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

Meeting ID: 862 4432 9323

Passcode: 07053256

Find your local number: <https://us02web.zoom.us/j/kc61phu7dZ>

1. Call To Order And Roll Call

2. Consent Agenda

2.I. Approval Of Minutes

Documents:

[MINUTES OCTOBER 17, 2022 - DRAFT.PDF](#)

2.II. Acknowledgment Of Receipt Of Financial Reports

Documents:

[BALANCE SHEET - OCTOBER 2022.PDF](#)
[BUILDING EXPENSES - OCTOBER 2022.PDF](#)
[CASH RECEIVED - OCTOBER 2022.PDF](#)
[OPERATING REVENUES AND EXPENSES - OCTOBER 2022.PDF](#)

2.III. Approval Of Payment Of Invoices

Documents:

[PAID INVOICES - OCTOBER 2022.PDF](#)

2.IV. Acknowledgment Of Receipt Of Statistical Reports

Documents:

STATISTICS REPORT - OCTOBER 2022.PDF

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

Documents:

[BOARD TREASURER REPORT - OCTOBER 2022.PDF](#)
[AMERICAN DEPOSIT MANAGEMENT - SEPTEMBER 2022.PDF](#)
[AMERICAN DEPOSIT MANAGEMENT - OCTOBER 2022.PDF](#)
[FRIENDS OF THE LIBRARY FINANCIAL REPORT - SEPTEMBER AND OCTOBER 2022.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

The Campaign Planning Committee held their first meeting on Thursday, November 3.

The 100 Extraordinary Women Committee held their first meeting on Wednesday, November 16.

4.I.i. Library Contribution Agreement

Documents:

[LIBRARY CONTRIBUTION AGREEMENT.PDF](#)

4.II. Discussion Of The Land Acknowledgment Statement Process

5. New Business

5.I. Review And Approval Of Draft Revision Of Public Concerns About Library Resources Policy

I made a couple of style changes, corrected the title of the Youth Educational Services Librarian and added one additional rule that has been suggested by the library system.

Documents:

[POLICY PUBLIC CONCERNS ABOUT LIBRARY RESOURCES- DRAFT REVISION.PDF](#)

5.II. Review And Approval Of Draft Revision Of Request For Reconsideration Of Library Resources Form

This is tied to the Public Concerns About Library Resources Policy and has been updated and revised to meet current system recommendations.

Documents:

[REQUEST FOR RECONSIDERATION OF LIBRARY RESOURCES-DRAFT REVISION.PDF](#)

5.III. Review Of Library Director Evaluation Policy And Procedures

As there are several newer board members, we can review these documents.

Documents:

[WW LIBRARY DIRECTOR EVALUATION POLICY 12012014.PDF](#)
[EVAL OF DIRECTOR-BOARD PROCEDURES.DOC](#)
[ILYML DIRECTOR PERFORMANCE REVIEW STAFF COVER LETTER 2021.PDF](#)
[ILYML DIRECTOR STAFF EVALUATION FORM 2021.PDF](#)

5.IV. Approval Of The 2023 Annual CAFE Addendum

This is the addendum we sign each year to update our member agreement with the CAFE consortium.

Documents:

[2023 ANNUAL CAFE ADDENDUM.PDF](#)

5.V. Review Of The POLCO Summer Reading Program Survey

Documents:

[POLCO LIBRARY SUMMER READING PROGRAM 09-17-22.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 - NOVEMBER 2022.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 - NOVEMBER 2022.PDF](#)

6.III. 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 LIBRARIAN REPORT - NOVEMBER 2022.PDF](#)

6.IV. Board Reports

Trustee Training Week 2022 webinar reports

1. Making Sense & Cents of a Library Building Project: The Library Trustee Role
2. Materials Challenges and Your Library from the Trustee Table

6.V. Bridges Library System Staff Report

Documents:

[BRIDGES LIBRARY SYSTEM STAFF REPORT - NOVEMBER 2022.PDF](#)

7. 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.

8. Confirmation Of Next Meeting

December 19, 2022, 6:30 p.m.

9. Adjournment

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.