



Board of Trustees Meeting Agenda
Irvin L. Young Memorial Library
Community Room
431 W. Center Street
Whitewater, WI 53190
Monday, August 21, 2023, 6:30 p.m.

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/89929656951?pwd=dmd4QkppL2FDMXA5WURjcy8rZ0dHdz09>

Meeting ID: 899 2965 6951

Passcode: EzXQ7vJz

One tap mobile

+13126266799,,89929656951#,,,,*50657151# US (Chicago)

+16469313860,,89929656951#,,,,*50657151# US

Dial by your location

• +1 312 626 6799 US (Chicago)

• +1 646 931 3860 US

Meeting ID: 899 2965 6951

Passcode: 50657151

Find your local number: <https://us02web.zoom.us/j/89929656951?pwd=dmd4QkppL2FDMXA5WURjcy8rZ0dHdz09>

1. Call To Order And Roll Call
2. Consent Agenda
 - 2.I. Approval Of Minutes

Documents:

MINUTES JULY 17, 2023 - DRAFT.PDF

2.II. Acknowledgment Of Receipt Of Financial Reports

Documents:

[BALANCE SHEET - JULY 2023.PDF](#)
[BUILDING EXPENDITURES - JULY 2023.PDF](#)
[CASH RECEIVED - JULY 2023.PDF](#)
[OPERATING REVENUE AND EXPENDITURES - JULY 2023.PDF](#)

2.III. Approval Of Payment Of Invoices

Documents:

[PAID INVOICES - JULY 2023.PDF](#)

2.IV. Acknowledgment Of Receipt Of Statistical Reports

Documents:

[STATISTICS - JULY 2023.PDF](#)

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

Documents:

[AMERICAN DEPOSIT MANAGEMENT - JULY 2023.PDF](#)
[BOARD TREASURER REPORT - JULY 2023.PDF](#)
[FRIENDS OF THE LIBRARY FINANCIAL REPORT.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

1. Update on the capital campaign

- Update on fundraising

4.II. Review And Approval Of The Revised Meeting Room Policy

Documents:

[POLICY MEETING ROOMS- DRAFT REVISION.PDF](#)

5. New Business

5.I. Review And Approval Of Draft Revision Of Circulation Policy

Revisions update language referring to digital library cards as well as standardizing the term used for library users throughout the document.

Documents:

[POLICY CIRCULATION-DRAFT REVISION.PDF](#)

5.II. Consideration Of Closing The Library On Saturday, December 23

The city and the library will observe the Christmas Eve closure on Friday, December 22. The library will also be closed on Monday, December 25. Request the board consider closing the library on Saturday, December 23.

5.III. Discussion Of Possible Change To Library Board Meeting Start Time

In an effort to accommodate board members' schedules, a discussion of possibly changing the time that board meetings are held was requested.

5.IV. 2024-2025 Preliminary Budget Draft

Documents:

[2024-2025 PRELIMINARY BUDGET REVENUES DRAFT.PDF](#)

[2024-2025 PRELIMINARY BUDGET EXPENDITURES DRAFT.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 - AUGUST 2023.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 - AUGUST 2023.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 - AUGUST 2023.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 - AUGUST 2023.PDF](#)

6.V. Bridges Library System Staff Report

Documents:

[BRIDGES LIBRARY SYSTEM STAFF REPORTS - AUGUST 2023.PDF](#)

7. Board Member Requests For Future Agenda Items

8. Confirmation Of Next Meeting
September 18, 2023, ??? p.m.

9. Adjournment

Items on the Consent Agenda will be approved by 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.