



PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AGENDA

THURSDAY, JULY 11, 2024 AT 5:30 PM

100 S. WATER ST., WATERTOWN, WI 53094 - 2ND FLOOR CONFERENCE ROOM

Zoom Meeting ID: 853 2236 0495

Passcode: K3QZq23J

All public participant's computer access will be muted during the meeting except during public comment.

1. **CALL TO ORDER / ROLL CALL**
2. **REVIEW CORRESPONDENCE**
3. **CITIZENS TO BE HEARD**

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

4. **APPEARANCES**

- A. Stephanie Curtis: Watertown Family Connections-Discuss use of Community Room for Large Motor Development program

5. **NEW BUSINESS**

- A. Review and take action: Management of library donation funds with Watertown Community Foundation
- B. Review, conduct and implement: Library Board governance election per Library Board Bylaws
- C. Review and take action: Request to Fill upcoming vacancy in Library Maintenance
- D. Convene into Closed Session pursuant to Wis. Stats.19.85(1)c for the purpose of "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (FMLA request for library team member who does not meet the 1000 hour requirement)
- E. Reconvene into Open Session
- F. Review and take action: FMLA request for library team member who does not meet the 1000 hour requirement
- G. Review and take action: Children's Display Case Policy/Request Form
- H. Review and take action: Creation of signature cards to keep on file

6. **UNFINISHED BUSINESS**

- A. Review and take action: Krueger Trust Estate- "Beneficiary Acknowledgement and Release" and the "Trust Receipt"
- B. Review and take action: request from Police Department to schedule Main St. doors to lock with library software after special events at the Town Square
- C. Review and take possible action: Personnel and Policy Committee Mtg/Library Director's Goals and WPL strategic plan

7. **DIRECTOR'S REPORT**

- A. Review: monthly highlights, budget figures, and statistics
- B. Review: current status of Library's investments in City LGIP account (Document not received as of 7/3)

8. TRUSTEE'S REPORT

- A. Discuss: agenda items for August meeting

9. PRESIDENT'S REPORT

- A. Review: contacts in official capacity

10. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

- A. Library Board Minutes: June 13, 2024
- B. 2024 Monthly Budget
- C. July 2024 Bills

11. ADJOURNMENT

- A. Next Meeting Date: August 8, 2024

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@watertownwi.gov, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only