



## **PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AGENDA**

**THURSDAY, OCTOBER 12, 2023 AT 5:30 PM**

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

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**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**

- A. Miron Construction; Review with trustees, the emails between Miron Construction and the Library
- B. Tami Cederberg; Review with trustees, the email received regarding library collection development

### **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. Darren Shretter: Studio GC - Provide update on flagpole area, library signage and punchlist
- B. Attorney Vince Hein: Will attend meeting through Zoom to discuss library foundation

### **5. NEW BUSINESS**

- A. Discuss and take action: Add Library Page I and II positions to pay schedule
- B. Discuss with possible action: Discontinued wireless mic system
- C. Discuss with possible action: library's participation in Jingle Bell on the Rock
- D. The Board of Trustees will convene into closed session under Exemption s.19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Miron Construction retainage
- E. Reconvene into Open Session
- F. Discuss and take action: Administrative Assistant's pay grade and step
- G. Discuss and take action: Library Assistant's pay grade and steps

### **6. UNFINISHED BUSINESS**

- A. Discuss and take action: Mission and Vision Statement
- B. Discuss and take action: Memorandum of Understanding
- C. 2024 Budget: Review proposed 2024 library budget

### **7. DIRECTOR'S REPORT**

- A. Review and discuss: Monthly highlights, budget figures and statistics

### **8. TRUSTEE'S REPORT**

- A. Discuss: library related topics in official capacity with possible suggestions for next board meeting

**9. PRESIDENT'S REPORT**

- A. Discuss and review: Contacts in official capacity

**10. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS**

- A. Minutes: Library Board of Trustees - September 14, 2023
- B. Library expenditures and finances
- C. Library expansion expenditures

**11. ADJOURNMENT**

Next meeting date: November 9, 2023

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@watertownwi.gov](mailto: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*