



**PUBLIC LIBRARY BOARD OF TRUSTEES MEETING - SPECIAL AGENDA**

**TUESDAY, NOVEMBER 14, 2023 AT 5:00 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**
- 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 Miron contract

**5. NEW BUSINESS**

- A. Review and take action: 2024 Addendum for Bridges Library System and Cafe Agreement
- B. Review and take action: 2024 library holiday and CE Team Education dates
- C. Discuss and take action: Onboarding library cataloger

**6. UNFINISHED BUSINESS**

- A. Discuss with possible action: Memorandum of Understanding
- B. 2024 Budget: Review 2024 library budget
- C. Discuss with possible action: Step and grade designations for recently reviewed library descriptions for library team members
- D. Discuss with possible action: Miron Construction contract

**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 December board meeting

**9. PRESIDENT'S REPORT**

- A. Discuss and review: Contacts in official capacity

**10. PERSONNEL AND POLICY**

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

- A. Minutes: Library Board of Trustees - October 12, 2023
- B. Minutes: Library Board of Trustees-Finance Committee - October 9, 2023
- C. Library expenditures and finances
- D. Library expansion expenditures

## **12. ADJOURNMENT**

A. Next meeting date: December 14, 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*