



# Library Board of Trustees Meeting

Library Community Room 431 West Center,  
Whitewater, WI, 53190 \*In Person and Virtual

**Monday, November 20, 2023 - 6:30 PM**

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**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89517915506?pwd=YjljajBUM2dON0hscVVKWENqKzdQUT09>

Telephone:

US:1 312 626 6799

Webinar ID: 895 1791 5506

Passcode: 43811038

**Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.**

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## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL**

### **APPROVAL OF AGENDA**

*A councilmember can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the council to be implemented. the agenda shall be approved at reach meeting even if no changes are being made at that meeting.*

### **CONSENT AGENDA**

*Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.*

1. Approval of Minutes of October 16, 2023
2. Acknowledgement of Receipt of Financial Reports
3. Approval of Payment of Invoices
4. Acknowledgment of Receipt of Statistical Report
5. Acknowledgement of Receipt of Treasurer's Report

**HEARING OF CITIZEN COMMENTS**

*No formal Committee 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 Committee discusses that particular item.*

***To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

**OLD BUSINESS**

6. Discussion and possible action regarding formation of a Library Expansion Building Committee.
7. Library Building Project update.

**NEW BUSINESS**

8. Review and approve Staff Vacation Policy.
9. Review and approval of Closed Holidays.
10. Approval of the CAFE Addendum.

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

**STAFF REPORTS**

11. Director Report.
12. Assistant Director.
13. Youth Educational Services.
14. Programming & Makerspace Librarian.
15. Library Bridges Staff Reports.

**FUTURE AGENDA ITEMS****ADJOURNMENT**

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.**