



Board of Trustees Meeting Agenda
Irvin L. Young Memorial Library
Community Room
431 W. Center Street
Whitewater, WI 53190
Monday, February 17, 2020, 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

1. Call To Order And Roll Call
2. Swearing In New School District Representative
Kathy Retzke, Library Media Specialist
3. Consent Agenda

- 3.I. Approval Of Minutes

Documents:

[MINUTES JANUARY 20, 2020.PDF](#)

- 3.II. Acknowledgment Of Receipt Of Financial Reports

Documents:

[CASH RECEIVED JANUARY 2020.PDF](#)
[FINANCIAL REPORT - DECEMBER 2019 BALANCE SHEET.PDF](#)
[FINANCIAL REPORT - DECEMBER 2019 BUILDING INCOME AND EXPENSES.PDF](#)
[FINANCIAL REPORT - DECEMBER 2019 INCOME AND EXPENSES.PDF](#)

- 3.III. Approval Of Payment Of Invoices

Documents:

[INVOICES - JANUARY 2020.PDF](#)

- 3.IV. Acknowledgment Of Receipt Of Statistical Reports

Documents:

[STATISTICS REPORT - JANUARY 2020.PDF](#)

- 3.V. Acknowledgment Of Receipt Of Treasurer's Reports

Discussion on disposition of CD at Commercial Bank in the Technology Trust coming due on March 4, 2020.

Documents:

[BOARD TREASURER REPORT - JANUARY 2020.PDF](#)

4. 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.

5. New Business

5.I. Approval Of The 2019 State Annual Report

Documents:

[2019 STATE ANNUAL REPORT.PDF](#)

5.II. Approval To Close The Library From 10:45 A.m. To 12:45 P.m. On Friday, February 28 For The Annual Staff Appreciation Luncheon

5.III. Review And Re-Approval Of Public Records Request Policy

Documents:

[PUBLIC RECORDS REQUEST POLICY.PDF](#)

5.IV. Purchase Of Chromebooks For Library Board Meetings

With the new agenda center providing PDFs of the board packet, this seems like an appropriate time to have a discussion on whether or not to purchase Chromebooks for Library Trustees to use at Library Board meetings in place of printing out paper copies of the packet. The Common Council already uses Chromebooks for their meetings. A current quote for nine 15.6" units at approximately \$200 each (one for each board member and two alternates) is \$1,808. A current quote for nine 11.6" units at about \$150 each is \$1,351.

6. Staff & Board Reports

6.I. Library Director's Report

Documents:

[LIBRARY DIRECTOR REPORT - JANUARY 2020.PDF](#)

6.II. Adult Services Report

Documents:

[ADULT SERVICES LIBRARIAN REPORT - JANUARY 2020.PDF](#)

6.III. Youth Educational Services Report

Documents:

[YOUTH EDUCATION SERVICES LIBRARIAN REPORT - JANUARY 2020.PDF](#)

7. Board Reports

8. Board Member Requests For Future Agenda Items

9. Confirmation Of Next Meeting

March 16, 2020, 6:30 p.m.

10. Adjournment

Items on the Consent Agenda will be approved in on motion 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.