



## **HALES CORNERS LIBRARY**

5885 South 116th Street **W. BEN HUNT CENTER** Hales Corners WI 53130

Telephone (414) 529-6150

### **HALES CORNERS LIBRARY BOARD OF TRUSTEES Thursday, August 22, 2019 – 6:30 PM Meeting Notice / Agenda**

Notice is hereby given that the Library Board will meet at the above date and time, at the W. Ben Hunt Center (5885 S. 116<sup>th</sup> Street).

- 1.0 ROLL CALL**
- 2.0 INTRODUCTION & COMMENDATION**
  - 2.1 Meet Youth Services Librarian, Megan Lohrenz
  - 2.2 Thank you to Library Intern, Samantha Spottek
- 3.0 ANNUAL MEETING**
  - 3.1 Election of Officers 2019-2020 – ACTION
  - 3.2 Schedule of meetings for 2019-2020 – ACTION
  - 3.3 2018 community annual report – ACTION
- 4.0 GENERAL COMMUNICATION**
  - 4.1 Thank you note from Paul Brantman family
- 5.0 COMMITTEE & LIAISON REPORTS**
  - 5.1 Library Building Program: Study Committee
    - 5.1.1 Architectural and engineering study – funding plan: report
  - 5.2 Building & Grounds Committee
  - 5.3 Finance & Personnel Committee
  - 5.4 Friends of the Library Liaison
  - 5.5 Legislative Liaison
    - 5.5.1 System Funding – 2019-2021 State Budget
  - 5.6 Whitnall School District Liaison
  - 5.7 Village Chamber of Commerce
  - 5.8 Village Liaison
- 6.0 AGENDA ITEMS**
  - 6.1 Minutes, June 27, 2019 – ACTION
  - 6.2 Library budget report with monthly income/expense details – July – ACTION
  - 6.3 Library payroll (#15, #16, #17, #18) – ACTION
  - 6.4 Library Board Fund – July – ACTION
  - 6.5 2019 library budget proposal (Distributed at meeting.) – ACTION
  - 6.6 2018 Budget – Final Report – ACTION
  - 6.7 2018 State Annual Report: HC Library non-compliance – ACTION
  - 6.8 Friends of the Library – request to serve wine at annual meeting & potluck (9/24/19) – ACTION
  - 6.9 Library program Beer & Bites (10/30/2019) – request to serve beer – ACTION
  - 6.10 One-time bonus for library employee, Sam Spottek – ACTION

Note: Issues that require public input or for which citizens are present will receive priority on the agenda. If you are a disabled individual who requires special services, please notify the Library Director in advance of the meeting.

- 6.11 Library Employee Handbook (Distributed at meeting.)
- 6.12 Summer Reading Programs & Clubs: update
- 6.13 Projects - update: annual cleaning projects, parking lot signs
- 6.14 Personnel report: update, library closed Tuesday, July 2<sup>nd</sup> from 5:30 to 8:30 pm due to power outage, library director on vacation 9/27 through 10/7
- 6.15 Wisconsin Trustee Training webinars, week of August 12-16: report
- 6.16 Meetings:
  - 6.16.1 Library Directors Advisory Council (8/1/2019)
  - 6.16.2 MCFLS Board (7/15/2019 & 8/19/2019): MCFLS Marketing Initiatives
- 6.17 Next meeting date: Thursday, September 26, 2019 (4<sup>th</sup> Thursday)

**7.0 ADJOURNMENT**

*Patricia Laughlin* (e-signature)  
Patricia Laughlin, Library Director  
August 16, 2019

Distribution: Library Board, Library Director, Library staff, Village Administrator, Village Board, Press, MCFLS  
Post: Library Bulletin Board, Village Hall Bulletin Board, Fire Department

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