



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, January 23, 2020 – 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. 116th Street).

1.0 ROLL CALL

2.0 GENERAL COMMUNICATION

3.0 COMMITTEE & LIAISON REPORTS

- 3.1 Library Building Program: Study Committee
 - 3.1.1 Architectural and engineering study – funding plan: report
- 3.2 Building & Grounds Committee
- 3.3 Finance & Personnel Committee
- 3.4 Friends of the Library Liaison
- 3.5 Legislative Liaison
- 3.6 Whitnall School District Liaison
- 3.7 Village Chamber of Commerce
- 3.8 Village Liaison

4.0 AGENDA ITEMS

- 4.1 Minutes, November 21, 2019 – ACTION
- 4.2 Library budget report with monthly income/expense details – December – ACTION
- 4.3 Library payroll (#27, #28, #1 & #2) – ACTION
- 4.4 Library Board Fund – December – ACTION
- 4.5 2019 Budget – year-end estimate
- 4.6 2020 Hours of Services – ACTION
- 4.7 Job description: update library intern – ACTION
- 4.8 Library internet and email use policy for users of the library's computer network – ACTION
- 4.9 Richard E. Skogg Memorial Fund: additional donation – ACTION
- 4.10 Outside stairs and hand railing: report on problem, replacement costs – ACTION
- 4.11 Personnel report: update
- 4.12 Meetings:
 - 4.12.1 Library Directors Advisory Council (12/5/2019 & 1/9/2020)
 - 4.12.2 MCFLS Board (12/16/2019 & 1/20/2020)
- 4.13 Library director's 4th quarter report, annual evaluation and 2020 compensation for Library Director, Assistant Library Director, Circulation Supervisor, Youth Services Librarian, Library Assistant, Desk Clerks, Pages-Shelvers, Interns, and Seasonal Pages
The Library Board may enter into closed session pursuant to Wisconsin Statutes §19.85(1)(c), as is required for considering the employment, promotion, compensation

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.

or performance evaluation data for the Library Director, Circulation Supervisor, Youth Services Librarian, Assistant Director, Library Assistant, Desk Clerks, Pages-Shelvers, Interns, and Seasonal Pages over which the governmental body has jurisdiction or exercises responsibility, and to re-enter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate.

4.14 Next meeting date: Thursday, February 27, 2020 (4th Thursday)

5.0 ADJOURNMENT

Patricia Laughlin (e-signature)

Patricia Laughlin, Library Director

January 17, 2020

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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