



Board of Trustees Meeting Agenda
Irvin L. Young Memorial Library
Community Room
431 W. Center Street
Whitewater, WI 53190
Monday, November 18, 2019, 6:30 p.m.

1. Call To Order And Roll Call

2. Consent Agenda

2.I. Approval Of Minutes

Documents:

[MINUTES OCTOBER 21, 2019.PDF](#)

2.II. Acknowledgment Of Receipt Of Financial Reports

Documents:

[FINANCIAL REPORT BALANCE SHEET - OCTOBER 2019.PDF](#)
[FINANCIAL REPORT BUILDING EXPENSES - OCTOBER 2019.PDF](#)
[FINANCIAL REPORT OPERATING EXPENSES - OCTOBER 2019.PDF](#)
[FINANCIAL REPORT OPERATING INCOME - OCTOBER 2019.PDF](#)

2.III. Approval Of Payment Of Invoices

Documents:

[INVOICES - OCTOBER 2019.PDF](#)

2.IV. Acknowledgment Of Receipt Of Statistical Reports

Documents:

[STATISTICS REPORT - OCTOBER 2019.PDF](#)

2.V. Acknowledgment Of Receipt Of Treasurer's Reports

Documents:

[BOARD TREASURER REPORT - OCTOBER 2019.PDF](#)

3. 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.

4. Old Business

4.I. Library Building Project

The Library Expansion Exploration Committee members will report on their discussion at the most recent meeting on November 14 and share their recommendations with the Library Board.

5. New Business

5.I. Request Approval To Close On Friday, December 13, 2019 For A Staff Work Day

Staff will be working on large projects that are difficult or impossible to do when the public is present.

5.II. Approval Of 2020 Addendum To The Bridges Library System Member Library & CAFE Agreements

This is the annual addendum which outlines the amounts that the system will pay to the library in FY 2020 and what the library will pay to the system for our share of online databases, movie licenses, digital magazines, standard Wisconsin Digital Library content (Overdrive), the system's Overdrive Advantage program that purchases additional copies of materials for use by our counties' residents, Gale courses, and the annual CAFE integrated library system fee.

Documents:

[2020 ANNUAL ADDENDUM TO THE BRIDGES LIBRARY SYSTEM MEMBER LIBRARY AND CAFE AGREEMENTS.PDF](#)

5.III. Review And Re-Approval Of The Recognition Policy

Request re-approval without revisions.

Documents:

[RECOGNITION POLICY.PDF](#)

5.IV. Review Of 2019 Strategic Plan Activities Progress

Documents:

[2019 STRATEGIC PLAN ACTIVITIES-UPDATE.PDF](#)

5.V. Review And Approval Of Circulation Policy Revision

The need for these revisions is addressed in the Strategic Plan Activities Update.

Documents:

[CIRCULATION POLICY - DRAFT REVISION.PDF](#)

5.VI. Action On Purchasing A New Bilingual AWE Early Literacy Station

We have the opportunity to trade in our old model and purchase a new bilingual model. It is still frequently used. The description below is from the company.

The Early Literacy Station™ (ELS) is designed specifically for your youngest patrons ages 2-8 and features over 4,000 localized learning activities. The fun, interactive and engaging content spans all seven curricular areas: math, science & nature, social studies & geography, reading, art & music, writing & computer skills, and reference.

Studies show that the integration of blended learning into early childhood education can increase literacy, improve school readiness, and prepare young learners for curriculum that is based on STREAM and STEM. The Early Literacy Station™ from AWE Learning creates an easy-to-use, single learning solution for young learners of all ages to build their literacy skills. The ELS also helps to establish the local public library as a critical resource for community learning – especially those that have developed makerspaces.

Documents:

[AWE LITERACY STATION.PDF](#)

5.VII. Discussion And Possible Action On Acquiring A Listening Station

Requested by Winship at the October meeting. It is possible that we could put this into the room that is currently used for the microfilm reader. As we have digitized all the Whitewater newspapers and they are available through our website, the microfilm room is rarely used.

Documents:

[LISTENING STATION PROJECT.PDF](#)

6. Staff & Board Reports

6.I. Library Director's Report

Documents:

[LIBRARY DIRECTOR REPORT - OCTOBER 2019.PDF](#)

6.II. Adult Services Report

Documents:

[ADULT SERVICES REPORT - OCTOBER 2019.PDF](#)

6.III. Youth Educational Services Report

Documents:

[YOUTH EDUCATIONAL SERVICES REPORT - OCTOBER 2019.PDF](#)

6.IV. Board Reports

Report on Trustee Training Week Webinars

7. Board Member Requests For Future Agenda Items

8. Confirmation Of Next Meeting

December 16, 2019, 6:30 p.m.

9. Adjournment

*Items denoted with an asterisk will be approved on the Consent Agenda 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.