



Board of Trustees Meeting Agenda  
Irvin L. Young Memorial Library  
**ONLINE**  
431 W. Center Street  
Whitewater, WI 53190  
Mon, Aug 17, 2020 6:00 PM - 8:00 PM (CDT)

**Please join the meeting from your computer, tablet or smartphone.**

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*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. 6:00 P.M. Friends Of The Library Board Meeting  
The Library Board of Trustees serves as the executive board of the Friends of Whitewater Public Library. They will be discussing Friends business from 6:00 p.m. to 6:30 p.m. at which time the Library Board will begin their regular monthly meeting.

Documents:

[AGENDA AUGUST 17, 2020.PDF](#)  
[FUNDS DISBURSEMENT POLICY - DRAFT.PDF](#)

3. Consent Agenda

- 3.I. Approval Of Minutes

Documents:

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

- 3.II. Acknowledgment Of Receipt Of Statistical Reports

Documents:

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

### 3.III. Acknowledgment Of Receipt Of Treasurer's Reports

Documents:

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

### 4. Acknowledgment Of Receipt Of Financial Reports

Documents:

[BALANCE SHEET JULY 2020.PDF](#)  
[BUILDING INCOME AND EXPENSES JULY 2020.PDF](#)  
[CASH RECEIPTS JULY 2020.PDF](#)  
[OPERATING INCOME AND EXPENSES JULY 2020.PDF](#)

### 5. Approval Of Payment Of Invoices

Documents:

[PAID INVOICES - JULY 2020.PDF](#)

### 6. 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.

### 7. Old Business

#### 7.I. Library Building Project

Two architectural firms responded to our Request for Qualifications: Engberg Anderson and StudioGC. Our previously scheduled interviews with them were cancelled due to the pandemic. Discussion on next steps in the process.

### 8. New Business

#### 8.I. 2020 Budget

The Capital Improvements Plan portion of the budget for the library is completed. The information for the building project has been moved from 2020 to 2021.

The Personnel portion of the budget was due August 13. Changes can still be made so there will be a brief discussion on this section at the meeting.

#### 8.II. Discussion And Possible Action On Financial Planning For Library Board Funds

Anne Hartwick, Lisa Dawsey Smith, and Stacey Lunsford were tasked at the July 20 trustees meeting with identifying someone with financial planning expertise to advise the Library Board on how best to manage the Board's funds which are handled by the Board Treasurer. Discussion may be followed by a board action on the ad hoc committee's report.

### 9. Staff & Board Reports

#### 9.I. Library Director's Report

Documents:

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

#### 9.II. Adult Services Report

Documents:

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

9.III. Youth Educational Services Report

Documents:

[YOUTH EDUCATION SERVICES REPORT JULY 2020.PDF](#)

9.IV. Programming & Makerspace Librarian Report

Documents:

[PROGRAMMING AND MAKERSPACE REPORT JULY 2020.PDF](#)

9.V. Bridges Library System Staff Report

Documents:

[BRIDGES LIBRARY SYSTEM STAFF REPORT JULY 2020.PDF](#)

10. Board Reports

11. Board Member Requests For Future Agenda Items

12. Confirmation Of Next Meeting  
September 21, 2020, 6:30 p.m.

13. Adjournment

Items 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.