



Board of Trustees Meeting Agenda  
Irvin L. Young Memorial Library  
VIRTUAL  
431 W. Center Street  
Whitewater, WI 53190

*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*

Monday, December 21, 2020 6:30 PM - 8:00 PM (CST)

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

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1. Call To Order And Roll Call
2. Consent Agenda
  - 2.I. Approval Of Minutes

Documents:

[MINUTES NOVEMBER 16, 2020.PDF](#)

- 2.II. Acknowledgment Of Receipt Of Financial Reports

Documents:

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

- 2.III. Approval Of Payment Of Invoices

Documents:

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

- 2.IV. Acknowledgment Of Receipt Of Statistical Reports

Documents:

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

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

Documents:

[BOARD TREASURER REPORT - NOVEMBER 2020.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. New Business

### 4.I. Approval Of Invoice For Legal Services For The Library Building Project

Documents:

[HARRISON, WILLIAMS AND MCDONELL INVOICE.PDF](#)

### 4.II. Strategic Plan 2020 Activities Year-End Update

Documents:

[2020 STRATEGIC PLAN ACTIVITIES - YEAR-END UPDATE.PDF](#)

### 4.III. Discussion And Possible Action On Financial Planning For Library Board Funds

Attached is a report from the meeting with financial advisory Aurelio Callope that the Board Treasurer and the Director had earlier this year. Also attached are two documents from the City Finance Director about the Local Government Investment Pool.

Documents:

[FINANCIAL MEETING REPORT.PDF](#)  
[LGIP MANAGED BY THE STATE OF WISCONSIN INVESTMENT BOARD.PDF](#)  
[OCTOBER 2020 PP.PDF](#)

### 4.IV. Sustainable Shelves Program Through Baker & Taylor

This is a new option for selling our weeded materials but also being able to recycle items that are not suitable for resale.

Documents:

[SUSTAINABLE SHELVES EARLY ADOPTER PROGRAM AGREEMENT \(002\).PDF](#)  
[SUSTAINABLE SHELVES PROGRAM FLYER.PDF](#)

### 4.V. Approval Of The 2021 County Library Services Contract For Jefferson County

Documents:

[2021 JEFFERSON COUNTY LIBRARY SERVICES CONTRACT.PDF](#)

### 4.VI. Approval Of Holidays And Special Closings For 2021

Documents:

[CLOSED HOLIDAYS AND SPECIAL CLOSINGS PAID AND UNPAID 2021.PDF](#)

5. Staff & Board Reports

5.I. Library Director's Report

Documents:

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

5.II. Adult Services Report

Documents:

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

5.III. Youth Educational Services Report

Documents:

[YOUTH EDUCATIONAL SERVICES REPORT - NOVEMBER 2020.PDF](#)

5.IV. Programming & Makerspace Librarian Report

Documents:

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

5.V. Bridges Library System Staff Report

Documents:

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

6. Board Member Requests For Future Agenda Items

7. Adjournment Into Closed Session

- i. Adjournment into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

Item to be discussed:

- a) Performance evaluation for the Library Director

\*Items on the Consent Agenda will be approved in one 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.