



Board of Trustees Meeting Agenda
Irvin L. Young Memorial Library
Community Room
431 W. Center Street
Whitewater, WI 53190
Monday, September 19, 2022, 6:30 p.m.

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

This will be a hybrid in-person/virtual meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84176797644?pwd=MkR2cktzbEtHZHg4VXIqNU1waExhZz09>

Meeting ID: 841 7679 7644

Passcode: Bhd32mpG

One tap mobile

+13092053325,,84176797644#,,,,*42413117# US

+13126266799,,84176797644#,,,,*42413117# US (Chicago)

Dial by your location

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

+1 564 217 2000 US

+1 669 444 9171 US

Meeting ID: 841 7679 7644

Passcode: 42413117

Find your local number: <https://us02web.zoom.us/j/kjSgZdf6g>

1. Call To Order And Roll Call

2. Consent Agenda

2.I. Approval Of Minutes

Documents:

[MINUTES AUGUST 15, 2022 - DRAFT.PDF](#)

2.II. Acknowledgment Of Receipt Of Financial Reports

Documents:

[BALANCE SHEET - AUGUST 2022.PDF](#)
[BUILDING EXPENSES - AUGUST 2022.PDF](#)
[CASH RECEIPTS - AUGUST 2022.PDF](#)
[OPERATING INCOME AND EXPENSES - AUGUST 2022.PDF](#)

2.III. Approval Of Payment Of Invoices

Documents:

[PAID INVOICES - AUGUST 2022.PDF](#)

2.IV. Acknowledgment Of Receipt Of Statistical Reports

Documents:

[STATISTICS REPORT - AUGUST 2022.PDF](#)

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

Documents:

[AMERICAN DEPOSIT MANAGEMENT STATEMENT - JULY 2022.PDF](#)
[FRIENDS OF THE LIBRARY STATEMENT - AUGUST 2022.PDF](#)
[BOARD TREASURER REPORT - AUGUST 2022.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

Report from the September 7, 2022 meeting of the Library Expansion and Renovation Steering Committee meeting.

Also included is a copy of the report given to the Common Council at their meeting of September 6, 2022.

Documents:

[LIBRARY ADDN 1 OF 1 LIBRARY 09.06.22 LIBRARY PROJECT PROGRESS REPORT.DOCX](#)

5. New Business

5.I. Approval Of Plan To Discard Surplus Furniture And Shelving

The Library has a number of tables, desks, filing cabinets, and surplus shelving in storage in one of the empty houses owned by the Library. In preparation for selling the properties, city and library staff have evaluated the items in storage and put together a plan to best dispose of the various items. Tables, desks, and filing cabinets will be taken to Wisconsin Surplus in Mount Horeb for auction. Surplus metal library shelving will be sent to recycling. Items were offered on the state listserv and no one is interested in purchasing what we have. These items have been in storage for a long time and will not be used again. Request approval for the plan of disposal.

5.II. Consideration Of The New York Times Subscription

The digital-option was discussed with a representative of the New York Times. The cost per year would be \$2000. Options for changing the number of papers we receive are attached. However, these are introductory prices and those prices will go up over time.

Documents:

[NEW YORK TIMES.PDF](#)

5.III. Request A Visit From Bridges Library System Director Karol Kennedy From Karol Kennedy, System Director

One of my goals this year is to get out to more of your library board meetings. I am happy to share information about system services, how the system and libraries work together to improve library service to communities, and to answer any questions they may have. I think it can be helpful for library board members to put a face with a name and organization, and I do love meeting the people who volunteer to serve your libraries. If there is a meeting you would like me to attend, please send me the date and we'll get it on the calendar.

- 5.IV. Review And Re-Approval Of The Inappropriate Behavior Policy
Request re-approval without revision.

Documents:

[POLICY INAPPROPRIATE BEHAVIOR.PDF](#)

- 5.V. Review And Possible Approval Of Draft Library Programming Policy
A written programming policy has been suggested to Bridges libraries as another way to proactively provide transparency to the public on how our programs and events are chosen and funded.

Documents:

[LIBRARY PROGRAMMING POLICY - DRAFT.PDF](#)

6. Staff & Board Reports

6.I. Library Director's Report

The report includes: facility maintenance, budget updates, if any; staff updates, if any; collection maintenance updates; public and community relations activities; library board relations, if any; meetings/webinars/trainings attended; strategic plan activities updates, if any.

Documents:

[LIBRARY DIRECTOR REPORT - AUGUST 2022.PDF](#)

6.II. Adult Services Report

The report includes upcoming programs, programs already presented, attendance at said programs, and what meetings/trainings/webinars were attended.

Documents:

[ADULT SERVICES REPORT - AUGUST 2022.PDF](#)

6.III. Youth Educational Services Report

The report includes programs presented, attendance at said programs, and meetings/webinars/trainings attended

Documents:

[YOUTH EDUCATIONAL SERVICES REPORT - AUGUST 2022.PDF](#)

6.IV. Programming & Makerspace Librarian Report

The report includes upcoming programs, programs already presented, attendance at said programs, and meetings/webinars/trainings attended.

Documents:

[PROGRAMMING AND MAKERSPACE LIBRARIAN REPORT - AUGUST](#)

[2022.PDF](#)

6.V. Bridges Library System Staff Report

Documents:

[BRIDGES LIBRARY SYSTEM STAFF REPORT - SEPTEMBER 2022.PDF](#)

7. Confirmation Of Next Meeting

October 17, 2022, 6:30 p.m.

8. Adjournment

Items on the Consent Agenda will be approved on one vote 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.