

**Library Board Agenda
GREENDALE PUBLIC LIBRARY
WEDNESDAY, August 10, 2016
5:00 p.m.**

**Community Learning Center - Community Room
5647 Broad Street
Greendale, WI 53129**

- 1) Call to Order
- 2) Compliance with Open Meetings Laws
- 3) Public Comments
- 4) Library Budget Overview presented by Kristen Victory, Clerk-Treasurer, and Todd Michaels, Village Manager
- 5) Approval of the Minutes: May 25, 2016 meeting and closed sessions on 2/10, 3/23, 4/28 and 6/10/2016
- 6) Approval of Financial Reports:
 - a. Expenditures for May, June and July 2016 ACTION
 - b. Revenues for May, June and July 2016 INFORMATION
- 7) Old Business:
 - a. CLC Update
 - b. Director's Expectations
 - c. Trustee Training
- 8) New Business:
 - a. Consider a motion to approve the revised Library Clerk (part-time) job description
 - b. Consider a motion to approve the new Library Lead Clerk (part-time) job description
 - c. Consider a motion to approve the Page job description
 - d. Consider a motion to approve the Intern job description
 - e. Consider a motion to approve a \$10,000 transfer of funds for a joint CLC fund for the purpose of CLC signage and a strategic planning consultant
 - f. Consider a motion to approve the Attendance Policy for library staff
 - g. Consider a motion to approve the Staff As Patrons Policy
 - h. Consider a motion to appoint a Trustee to the Foundation Board
 - i. Consider a motion to approve a Library Organizational Chart
- 9) Informational and Discussion Items:
 - a. Director's Report
 - b. President's Report
 - c. Foundation Board Report
 - d. Library Statistics
 - e. Gallery Night
- 10) Correspondence
- 11) Closed Session: The Board shall convene in Closed Session pursuant to Wisconsin State Statute Section 19.85(1)(c) to considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to discuss nonexempt library staff.
- 12) Adjournment

cc: Library Board
Village Manager
Assistant Village Manager
GreendaleNow

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public meetings, who have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Greendale Public Library at 423-2136.