

Karl Junginger Memorial Library  
Board of Trustees Meeting Agenda  
**August 22, 2023 @ 5:30 pm**  
**Library Junginger Meeting Room or Virtual**

Meeting URL

<https://bluejeans.com/4380854086/9178>

Meeting ID

438 085 408 6

Participant Passcode

9178

Dial one of the following numbers: +1.408.419.1715 (United States (San Jose))  
+1.408.915.6290(United States (San Jose))

- I. Call to Order & Introductions
- II. Approval of agenda
- III. Approval of open and closed minutes from July 25<sup>th</sup> and July 7<sup>th</sup> (special meeting), 2023
- IV. Correspondence, Appearance, Public Comments –
- V. Director’s Report
- VI. Unfinished Business
  - A. Financial monthly report for July 2023 – *Action*
  - B. *Parking Lot Update – Informational*
  - C. *Policy 411 Library of Things (NEW) – Action*
  - D. *Job Description from Youth Services to Librarian – Action*
- VII. New Business
  - A. *Letter or Policy of Authorization – Action*
  - B. *Library Assistant I Job Description – Informational*
  - C. *Library Assistant II Job Description – Informational*
  - D. *Library Assistant III Job Description – Informational*
  - E. *Bridges Trustee Annual Event held 9/28/23 @WT – Informational*
  - F. *Library Director 2023 achievements and 2024 goals – Informational*
  - G. *Library Director Evaluation – Action*

The Library Board will convene to Closed Session on the matter per State Statute 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.” The committee will reconvene in open session upon the conclusion of the closed session.
  - H. *Library Board Trustee Handbook Chapter 4 “Effective Board Meetings and Trustee Participation” – Informational*

*Please contact Kelli Mountford at 920-478-3344 if you need accommodations to attend the meeting.*

- VIII. Future agenda items – At the September meeting Tom Poehling from Poehling Capital Management and Rod Ellenbecker from Bank of Sun Prairie to discuss the Clark Trust Fund.
- IX. Date, place, and time of next meeting – September 26<sup>th</sup> at 5:30 pm
- X. Adjournment

Respectfully Submitted, Kelli A. Mountford, Director

A handwritten signature in black ink, appearing to read "Kelli A. Mountford". The signature is fluid and cursive, with a large, sweeping flourish at the end.