

Karl Junginger Memorial Library  
Board of Trustees Meeting Agenda  
**September 26, 2023 @ 5:30 pm**  
**Library Junginger Meeting Room or Virtual**

Meeting URL

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

Meeting ID

Participant Passcode

438 085 408 6

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 minutes from August 22, 2023
- IV. Correspondence, Appearance, Public Comments –  
Tom Poehling, Poehling Capital Management & Rod Ellenbecker, Bank of Sun Prairie – Clark Trust
- V. Director’s Report
- VI. Unfinished Business
  - A. Financial monthly report for August 2023 – *Action*
  - B. *Parking lot update – Informational*
  - C. *Parking Lot Light invoice – Action*
  - D. *Parking Lot extra charges from Engineer – Action*
  - E. *Library Assistant I Job Description – Action*
  - F. *Library Assistant II Job Description – Action*
  - G. *Library Assistant III Job Description – Action*
- VII. New Business
  - A. *Student Worker Job Description – Informational*
  - B. *Policy 435 Social Media – Informational*
  - C. *Library Board Trustee Handbook Chapter 5 “Hiring a Library Director” – Informational*
- VIII. Future agenda items
- IX. Date, place, and time of next meeting – October 24<sup>h</sup> @ 5:30 pm in the KJML Meeting Room
- X. Adjournment

Respectfully Submitted, Kelli A. Mountford, Director

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

