

**AGENDA FOR THE MEETING OF THE  
CARNEGIE-SCHADDE MEMORIAL PUBLIC LIBRARY  
BOARD OF TRUSTEES**

Members noticed must notify the person who prepared the agenda (see below) at least 24 hours before the meeting if they will not be able to attend.

**Date and Time:** Tuesday, November 16<sup>th</sup> 2021, 5:30PM

**Location:** Lower Level Meeting Room, Carnegie-Schadde Memorial Public Library, 230 4<sup>th</sup> Ave, Baraboo WI 53913

This meeting is open to the public. **Masks are required in the library building.**

**Members Noticed:** E. Blasing, J. Ellington, L. Harthorne, F. Hartmann, A. Kujawa, B. Persche, P. Roland, L. Steffes, B. Stelling

**Others Noticed:** Clerk's office, City Administrator, City Engineer, City Finance Director, CDA Director, Mayor, City Attorney, Library Staff, Media, C. Arndt

**I. Call to order**

- A. Roll call of members
- B. Note compliance with Open Meeting Law
- C. Approval of the October 19, 2021 Library Board meeting minutes
- D. Approval of the Agenda

**II. Public Hearings/Appearances**

**III. Action items**

- A. Bills: J. Ellington, Examiner

**IV. Information items**

- A. Library expansion project update
  - 1. Loan status report
  - 2. Grant application status report
- B. Trustee Training week reports
  - 1. Trustee Leadership: Bringing it All Together- J. Ellington
- C. Financial Reports
  - 1. Revenue and donations report
  - 2. General Fund Income Statement with Comparison to Budget report
  - 3. Building project fund report
  - 4. Trust Fund report
  - 5. Third Oak statement

- D. Staff reports
  - 1. Adult Services and Technology Report
    - a. Adult Programs
  - 2. Youth Services Report
    - a. Program Statistics
    - b. Activity Report
  - 3. Director's Report
    - a. Facilities/Grounds
    - b. Activity Report
      - i. Community Engagement/Outreach
      - ii. Projects/Events
      - iii. Operations/Personnel
- E. President's Report
- F. Statistics
- V. **Friends of the Library meeting Minutes**
- VI. **Correspondence**
- VII. **Adjourn**

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Agenda prepared by J. Bergin

**PLEASE TAKE NOTICE** that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Library Director at 230 4<sup>th</sup> Avenue, or phone 356-6166, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.