

**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, July 19, 2022, 5:30PM

Location: Conference Room (use South door), Baraboo Area Chamber of Commerce, 600 W. Chestnut, Baraboo WI 53913

This meeting is open to the public.

Board members or the public may attend remotely by Zoom.
+1 312 626 6799 US Meeting ID: 893 8059 3376 Passcode: 675455
<https://us06web.zoom.us/j/89380593376?pwd=REMyT1owQVZCVG5oWGhkc2RnU1hUdz09>

Members Noticed: A. Crowder, J. Ellington, L. Harthorne, F. Hartmann, M. Muter, B. Persche, L. Steffes, B. Stelling

Others Noticed: City Clerk, City Administrator, City Engineer, CDA Director, Mayor, 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 June 21, 2022 Library Board meeting minutes
- D. Approval of the Agenda

II. Public Hearings/Appealances

III. Recognition

- A. Introduce new board members

IV. Action items

- A. Consider slate of nominees for board officers from the Nomination Committee. Elect officers of the board for the 2022-2023 board year.
- B. Consider agreement for credit card swipe machine from Payment Service Network Inc.
- C. Consider approval of sorter proposal from Envisionware
- D. Consider recommending approval of proposal of AV system from Fearings
- E. Consider Finance Committee's recommended changes to trust fund held with Third Oak

F. Consider approval of bills in the amount of \$_____: J. Ellington, Examiner

V. Information items

- A. Library expansion project update
 - 1. Current status of construction & change orders – P. Cannon
- B. Financial Reports
 - 1. Revenue and donations report
 - 2. General Fund Income Statement with Comparison to Budget report
 - 3. Trust Fund report (including Building Project Fund)
 - 4. Third Oak statement
- C. Staff reports
 - 1. Technology Report
 - a. (no report today)
 - 2. Outreach & Programming report
 - a. Program Statistics
 - b. Activity Report
 - 3. Director's Report
 - a. Activity Report
 - i. Board recruitment
 - ii. Community Engagement/Outreach
 - iii. Projects/Events
 - iv. Operations/Personnel
 - v. Newspaper column
 - vi. Monthly newsletter
 - vii. Share updated board calendar & contact list
- D. Statistics
- E. President's Report
 - 1. Committee assignments from board president
 - 2. Roberts Rules

VI. Friends of the Library meeting Minutes

VII. Correspondence

VIII. Adjourn

Agenda prepared by J. Bergin
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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 4th 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.