



# City of Waukesha

## Meeting Agenda - Draft

### Library Board

*Bruce Gay, Executive Director*  
*bgay@waukesha-wi.gov*

321 WISCONSIN AVENUE  
WAUKESHA, WISCONSIN  
53186-4786  
TELEPHONE  
262/524-3680 FAX  
262/524-3677

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Thursday, December 8, 2022

4:45 PM

Library Board Room

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*Join Zoom Meeting: <https://waukesha-wi.zoom.us/j/95192463388?pwd=RCtUdzF6Ykg2ajRxejhuV3dja2s0UT09>*

1. Call to Order

2. Public Comment

*Limited to three minutes per speaker.*

3. Approval of Meeting Minutes

[ID#22-5393](#) Approval of the minutes of November 10, 2022

Attachments: [221110 Library Board Minutes draft.docx](#)

4. Correspondence

[ID#22-5400](#)

Attachments: [Fuller--holiday gift ideas at the library--Freeman.pdf](#)

5. Bills

[ID#22-5397](#) Approval of the December 2022 bills

6. Financial Reports

[ID#22-5401](#) Approval of the financial statements for December 2022

7. Old Business

[LC22-0721](#) Discussion/action regarding CAFE Consulting Agreement for 2023

Attachments: [CAFE Consulting 2023.pdf](#)

8. New Business

[ID#22-5402](#) Discussion regarding the strategic planning process

**Attachments:** [Staff Training Strategic Planning notes part 1.docx](#)  
[Staff Training Strategic Planning notes part 2.docx](#)

[ID#22-5405](#) Discussion/action regarding Staff Evaluation/Merit Increase procedure

**Attachments:** [Performance Increases 11.11.2022.docx](#)  
[Staff Merit Increase 2023.docx](#)

[ID#22-5406](#) Discussion/action regarding Library Policy A-2 Library Visits and Tours

**Attachments:** [A-2 LIBRARY VISITS AND TOURS 12-8-22.doc](#)

[ID#22-5409](#) Discussion/action regarding Library Policy D-2 Toy Collection

**Attachments:** [D-2 TOY COLLECTION 12-08-22.doc](#)

[ID#22-5412](#) Discussion/action regarding Library Policy F-4 Acceptance of Incentives for Special Programs

**Attachments:** [F-4 ACCEPTANCE OF INCENTIVES FOR SPECIAL PROGRAMS 1-08-22.doc](#)

## 9. Reports

A. Library Board Committees: Building, Executive, Finance, Human Resources, Planning and Policy, Public Art, Ad hoc Fund Development

B. Director's Report: Director Bruce Gay will provide a status update on Library activities and answer any questions

[ID#22-5413](#)

**Attachments:** [221208 Administrative Staff Report.docx](#)

C. Bridges Library System: Trustee Betsy Forrest will report on the most recent Bridges Board meeting

D. Friends of the Library: Trustee Cynthia Deatrick will report on any meeting that has occurred since the date of the last meeting

E. Communications to the Common Council

## 10. Adjournment

NOTICE: A majority of Library Board members or Common Council members may be in attendance.

Library Board Members: Please notify the Library Office by 1:00 PM meeting day, if you are unable to attend this meeting.

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact Kelly Davis, 48 hours prior to the meeting at 262-524-3694.