



City of Waukesha

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Meeting Agenda - Final

Library Board

Grant C. Lynch, Executive Director
glynch@waukesha.lib.wi.us

Thursday, June 8, 2017

4:45 PM

Library Board Room

1. Call to Order

2. Public Comments

Limited to three minutes per speaker.

3. Approval of Meeting Minutes

A. [ID#17-0926](#) Approval of the minutes for May 11, 2017

Attachments: [LIBRARY BOARD MINUTES for May 11, 2017](#)

4. Correspondence

A. [ID#17-0928](#) Correspondence

Attachments: [Freeman articles](#)
[Customer comment](#)
[Thank you - YMCA](#)
[Save the date -Trustee Dinner 2017](#)

5. Bills

A. [ID#17-0930](#) Approval of the bills for June 2017

6. Financial Reports

A. [ID#17-0931](#) Approval of the financial report for June 2017

7. Old Business

8. New Business

A. [ID#17-0932](#) Library Board Education - presentation/departments tour by Carolyn Peil, Technical Services Manager

- B. [ID#17-0933](#) Discussion/action regarding Library Director recruitment (Human Resources Committee)
- C. [ID#17-0934](#) Introductions - Bradbury Miller Associates
- D. [ID#17-0935](#) Structure for the Library Director search and roles of principals and Human Resources Committee
- E. [ID#17-0936](#) Tentative timeline/schedule
- F. [ID#17-0937](#) Identification of key attributes/qualifications desired in new Library Director
- G. [ID#17-0938](#) Library Director job description

Attachments: [Director job description 07-14-16](#)
- H. [ID#17-0939](#) Marketing plan/job advertisement/announcement
- I. [ID#17-0940](#) Purpose and general feedback from staff and other stakeholder meetings
- J. [ID#17-0941](#) Confidentiality of applications
- K. [ID#17-0942](#) Any additional items regarding recruitment process

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 Grant Lynch will provide a status update on Library activities and answer any questions

- A. [ID#17-0943](#) Administrative and Staff reports - Interim Director John Klima will provide an update on Library activities and answer any questions

Attachments: [ADMINISTRATIVE STAFF REPORTS FOR June 8 2017](#)

C. Bridges Library System: Trustee Rose Sura 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 Joan Quinlan, 48 hours prior to the meeting at 262-524-3694.