



# City of Waukesha

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## Meeting Agenda - Final

### Library Board

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

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Thursday, September 13, 2018

4:45 PM

Library Board Room

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1. Call to Order

2. Public Comment

*Limited to three minutes per speaker.*

3. Approval of Meeting Minutes

A. [ID#18-1321](#) Approval of the minutes for August 9, 2018

**Attachments:** [180809 LIBRARY BOARD MINUTES.pdf](#)

4. Correspondence

A. [ID#18-1322](#) Correspondance

5. Bills

A. [ID#18-1323](#) Approval of the bills for September 2018

6. Financial Reports

A. [ID#18-1324](#) Approval of the financial reports for September 2018

7. Old Business

A. [LC18-0573](#) Update on 2019 operating budget request

B. [LC18-0574](#) Strategic Planning update

8. New Business

- A. [ID#18-1325](#) Board education: Trustee Essential #12-Library Standards
- Attachments:** [Trustee essential standards.pdf](#)  
[wisc 2018 library standards introduction.pdf](#)  
[Waukesha county standards for board.pdf](#)  
[quantitative standards.pdf](#)
- B. [ID#18-1326](#) Discussion/action regarding Library Policy A-5, Security and Safety Manual (Planning & Policy Committee)
- Attachments:** [A-5 Security and Safety Manual 2018.pdf](#)
- C. [ID#18-1327](#) Discussion/action regarding Library Policy C-3, Loan Periods and Limits (Planning & Policy Committee)
- Attachments:** [C-3 LOAN PERIODS AND LIMITS 09-13-18.pdf](#)
- D. [ID#18-1328](#) Discussion/action regarding Library Policy C-4, Renewal of Materials (Planning & Policy Committee)
- Attachments:** [C-4 RENEWAL OF MATERIALS 09-13-18.pdf](#)
- E. [ID#18-1329](#) Discussion/action regarding Library Policy C-6, Fees, Charges, and Fines (Planning & Policy Committee)
- Attachments:** [C-6 Fees Charges and Fines 09-13-18.pdf](#)
- F. [ID#18-1330](#) Discussion/action regarding Library Policy C-7, Unreturned Library Materials (Planning & Policy Committee)
- Attachments:** [C-7 UNRETURNED LIBRARY MATERIALS 09-13-18.pdf](#)

## 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

A. [ID#18-1331](#) Administrative & Staff Reports for September 13, 2018

**Attachments:** [180913 Administrative Staff Report.pdf](#)

C. Bridges Library System: Trustee Rose Sura will report on the most recent Bridges Board meeting

D. Friends of the Library: Trustee Cynthia Deatruck 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.