



City of Waukesha

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Meeting Agenda - Final

Library Board

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

Thursday, April 11, 2019

4:45 PM

Library Board Room

1. Call to Order

2. Public Comment

Limited to three minutes per speaker.

3. Approval of Meeting Minutes

- A. [ID#19-0497](#) Approval of the minutes for March 14, 2019

Attachments: [190314 LIBRARY BOARD MINUTES.pdf](#)

4. Correspondence

- A. [ID#19-0498](#) Correspondence for March 2019

Attachments: [Freeman article 03-21-19.pdf](#)

5. Bills

- A. [ID#19-0499](#) Approval of the April 2019 bills

6. Financial Reports

- A. [ID#19-0500](#) Approval of the April Financial Reports

7. Old Business

- A. [LC19-0176](#) Discussion regarding strategic plan update

Attachments: [Strategic Plan update quarter one.pdf](#)

- B. [LC19-0177](#) Update on front facade repair

8. New Business

- A. [ID#19-0501](#) Library Board education: Trustee Essential #19 - Library Director Certification and next Trustee Essential chapters to review

Attachments: [Trustee Essential 19--director certification.pdf](#)
[Trustee essential chapters.pdf](#)
- B. [ID#19-0502](#) Discussion/action regarding Library Human Resources Policy B-4, Separation Procedure (HR Committee)

Attachments: [B-4 SEPARATION PROCEDURE DRAFT 04-11-19.pdf](#)
- C. [ID#19-0503](#) Discussion/action regarding Library Human Resources Policy B-11, Cooperative Employment and Education Program (Limited term Library internships) (HR Committee)

Attachments: [B-11 COOPERATIVE EMPLOYMENT AND EDUCATION PROGRAM DRAFT 4](#)
- D. [ID#19-0504](#) Discussion/action regarding Library Human Resources Policy B-16, Waukesha Public Library Staffing Resolution (HR Committee)

Attachments: [B-16 WAUKESHA PUBLIC LIBRARY STAFFING RESOLUTION DRAFT 04-11-](#)
- E. [ID#19-0505](#) Discussion/action regarding Library Human Resources Policy E-14, Drug Testing (HR Committee)

Attachments: [E-14 DRUG TESTING DRAFT 04-11-19.pdf](#)
- F. [ID#19-0506](#) Discussion/action regarding Library Human Resources Policy B-21, Job Share Program (HR Committee)

Attachments: [B-21 JOB SHARE PROGRAM DRAFT 04-11-19.pdf](#)
- G. [ID#19-0507](#) Discussion/action regarding 2019 Job Share Agreement (HR Committee)

Attachments: [Job Share Agreement 2019 FINAL.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#19-0508](#) Administrative & Staff reports for April 11, 2019

Attachments: [190411 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.