



City of Waukesha

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Meeting Agenda - Final

Library Board

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

Thursday, October 10, 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#19-1360](#) Approval of the minutes for September 12, 2019

Attachments: [190912 LIBRARY BOARD MINUTES draft](#)

4. Correspondence

A. [ID#19-1361](#) Correspondence for October 2019

Attachments: [WaukeshaFreeman_20190919_A05_1](#)
[WaukeshaFreeman_20191001_A02_4](#)

5. Bills

A. [ID#19-1362](#) Approval of the bills for October 2019

6. Financial Reports

A. [ID#19-1363](#) Approval of the financial reports for October 2019

7. Old Business

A. [LC19-0492](#) Update and report on 2020 operating budget

8. New Business

- A. [ID#19-1364](#) Discussion/action regarding Request for Proposal-feasibility study and capital campaign
Attachments: [Feasibility Study-Capital Campaign RFP \(002\)](#)
[RFP City Terms for Feasibility Study RFP](#)
- B. [ID#19-1365](#) Discussion/action regarding library human resources policy C-5, Wages & Benefits-Regular Part-time Employees
Attachments: [C-5 WAGES BENEFITS-PART-TIME EMPLOYEES DRAFT 10-10-19](#)
- C. [ID#19-1366](#) Discussion/action regarding library human resources policy D-3, Employee Performance
Attachments: [D-3 EMPLOYEE PERFORMANCE DRAFT 10-10-19](#)
- D. [ID#19-1367](#) Discussion/action regarding library human resources policy G-2, Commemorative Awards
Attachments: [G-2 COMMEMORATIVE AWARDS DRAFT 10-10-19](#)
- E. [ID#19-1368](#) Discussion/action regarding library human resources policy H-7, Emergency Building Closures
Attachments: [H-7 EMERGENCY BUILDING CLOSURES DRAFT 10-10-19](#)
- F. [ID#19-1369](#) Library Board education: Trustee Essential #3-Bylaws-Organizing the Board for Effective Action
Attachments: [Trustee Essential #3-Bylaws-Organizing the Board for Effective Action](#)
[BYLAWS 2003](#)

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#19-1370](#) Administrative and staff reports for October 10, 2019

Attachments: [191010 Administrative Staff Report](#)

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

D. Friends of the Library: Trustee Cynthia Deatrck 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.