



## HALES CORNERS LIBRARY

5885 South 116th Street W. BEN HUNT CENTER Hales Corners WI 53130

Telephone (414) 529-6150

**HALES CORNERS LIBRARY  
FINANCE & PERSONNEL COMMITTEE  
Thursday, August 27, 2020 – 5:30 PM  
Meeting Notice / Agenda  
Corrected**

Notice is hereby given that the Finance & Personnel Committee will meet at the above date and time, at the W. Ben Hunt Center (5885 S. 116<sup>th</sup> Street). This meeting will be held online using GoToMeeting room software.

Public Meeting URL: <https://global.gotomeeting.com/join/425723661>  
or dial in using your phone: 1(872) 240-3212 Access Code: 425-723-661

**1.0 ROLL CALL**

**2.0 PUBLIC COMMENT**

**3.0 AGENDA ITEMS**

- 3.1 Minutes, January 23, 2020 – ACTION
- 3.2 Minutes, February 27, 2020 – ACTION
- 3.3 Library budget report with monthly income/expense details – July – ACTION
- 3.4 Library payroll (#16, #17 & #18) – ACTION
- 3.5 Library Board Fund – July – ACTION
- 3.6 Job descriptions: Youth Services Librarian, Seasonal Page – ACTION
- 3.7 Trustee Essentials #5 – Hiring a Library Director
- 3.8 Private donations: \$43.58 – Powers and duties, options for handling private donations, acknowledgement letters
- 3.9 Next meeting date: Thursday, September 24, 2020 (4<sup>th</sup> Thursday)

**4.0 ADJOURNMENT**

*Patricia Laughlin* (e-signature)  
Patricia Laughlin, Library Director  
August 21, 2020

Finance & Personnel Committee: Lindy Hertel (Chair), MaryAnn Lindberg, Beth Ludwig  
Ex officio: Patricia Laughlin

Distribution: Library Board, Library Director, Library staff, Village Administrator, Press  
Post: Library Bulletin board, Village Hall Bulletin Board, Fire Department Bulletin board

Note: Issues that require public input or for which citizens are present will receive priority on the agenda. If you are a disabled individual who requires special services, please notify the Library Director in advance of the meeting.