



## HALES CORNERS LIBRARY

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

Telephone (414) 529-6150

### HALES CORNERS LIBRARY BOARD OF TRUSTEES Thursday, May 27, 2021 – 6:30 PM Meeting Notice / Agenda

Notice is hereby given that the Library Board will meet at the above date and time, at the W. Ben Hunt Center (5885 S. 116<sup>th</sup> Street).

[Notice is given that a majority of the Village Board may attend this meeting to gather information about the subject matters listed under items 5.9. This meeting may constitute a meeting of the Village Board of Trustees per *State ex rel. Badke v. Greendale Village Board*, even though the Village Board will not take formal action at this meeting.]

- 1.0 YOUTH SERVICES LIBRARIAN** – Meet Jessica Staedter
- 2.0 ROLL CALL**
- 3.0 PUBLIC COMMUNICATION**
- 4.0 COMMITTEE & LIAISON REPORTS**
  - 4.1 Library Building Program: Study Committee
  - 4.2 Finance & Personnel Committee
  - 4.3 Friends of the Library Liaison
  - 4.4 Whitnall School District Liaison
  - 4.5 Village Chamber of Commerce
  - 4.6 Village Liaison
- 5.0 AGENDA ITEMS**
  - 5.1 Minutes, April 22, 2021 – ACTION
  - 5.2 Library budget report with monthly income/expense details – April – ACTION
  - 5.3 Library payroll (#10, #11) – ACTION
  - 5.4 Library Board Fund – April – ACTION
  - 5.5 2020 Community Annual Report – ACTION
  - 5.6 Library Page-Shelver job description – ACTION
  - 5.7 Library Employee Handbook: review and updates – ACTION
  - 5.8 Hales Corners Library:
    - 5.8.1 Summer Reading Clubs & Programs: report
    - 5.8.2 April operations
    - 5.8.3 Aquarium leak, new filter, FOL support
  - 5.9 Library Facility Maintenance Projects - submitted to Village Administrator 03/10: update
    - 5.9.1 Village Facilities Building Maintenance Committee: update
  - 5.10 Trends Chart submitted by Emeran Leonard
  - 5.11 Strategic Planning:
    - 5.11.1 Planning process document submitted by Emeran Leonard
    - 5.11.2 Continue discussion on getting started – ACTION

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.

- 5.12 Split Rail Fence – replacement: update
- 5.13 Virtual Cards with Whitnall School District: update
- 5.14 Library Board reappointment(s): update
- 5.15 Personnel report: updates
  - 5.15.1 All Staff Meeting (04/29/2021) – Minutes
- 5.16 Library Intern/Associate position:  
The Library Board may enter into closed session pursuant to Wisconsin Statute §19.85(1)(c), as is required for considering the employment, promotion, compensation or performance evaluation data for the Library Intern/Associate over which the governmental body has jurisdiction or exercises responsibility, and to re-enter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate.
- 5.17 Next meeting date: Thursday, June 24, 2021 (4<sup>th</sup> Thursday)

**6.0 ADJOURNMENT**

*Patricia Laughlin* (e-signature)  
Patricia Laughlin, Library Director  
May 21, 2021

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

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