



## **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, October 28, 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).

- 1.0 YOUTH SERVICES LIBRARIAN** – Meet Mark Zimmerman
- 2.0 ROLL CALL**
- 3.0 PUBLIC COMMUNICATION**
- 4.0 COMMITTEE & LIAISON REPORTS**
  - 4.1 Finance & Personnel Committee
  - 4.2 Friends of the Library Liaison
  - 4.3 Selection Committee
  - 4.4 Strategic Planning Committee
  - 4.5 Village Building Facilities Maintenance Committee
  - 4.6 Whitnall School District Liaison
  - 4.7 Village Chamber of Commerce
  - 4.8 Village Liaison
- 5.0 AGENDA ITEMS**
  - 5.1 Minutes, August 26, 2021 – ACTION
  - 5.2 Minutes, September 23, 2021 – ACTION
  - 5.3 Minutes, September 30, 2021 – ACTION
  - 5.4 Library budget report with monthly income/expense details – September – ACTION
  - 5.5 Library payroll (#21, #22) – ACTION
  - 5.6 Library Board Fund – September – ACTION
  - 5.7 2021 library budget:
    - 5.7.1 Year-end estimate
    - 5.7.2 Unspent funds – ACTION
      - 5.7.2.1 Library Assistant
      - 5.7.2.2 Equipment replacement fund
      - 5.7.2.3 Boiler: replace flow switch
  - 5.8 Reciprocal Borrowing
    - 5.8.1 Service year October 2020 through September 2021: update
    - 5.8.2 2022 Reciprocal Borrowing payment (actual) from West Milwaukee – ACTION
  - 5.9 2022 library budget
    - 5.9.1 Report on 10/14 Village Board meeting
    - 5.9.2 Public Hearing: Monday 11/22
  - 5.10 Adult Services Librarian
    - 5.10.1 Job description – 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.

5.10.2 2021 pay plan – ACTION

5.10.3 Changes to Library Employee Handbook – ACTION

5.11 Holiday tree: update, care and maintenance

5.12 September operations

5.13 Personnel report: updates

5.14 Next meeting date: Thursday, November 18, 2021 (3<sup>rd</sup> Thursday)

**6.0 ADJOURNMENT**

*Patricia Laughlin*(e-signature)

Patricia Laughlin, Library Director

October 25, 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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