

**Notice of Public Meeting
Juneau Public Library Board of Trustees**

**Wednesday, April 14, 2021 at 5:00 PM
Large Meeting Room at the Juneau Public Library (and via GoToMeeting)
250 N. Fairfield Ave., Juneau, WI 53039**

Any trustee unable to attend, please notify the Library at 920-386-4805

To access the meeting virtually from your computer, tablet or smartphone click on this link.
<https://global.gotomeeting.com/join/476825909>

You can also dial in using your phone.

United States: +1 (408) 650-3123

Access Code: 476-825-909

AGENDA

1. CALL TO ORDER
2. PUBLIC COMMENT / CORRESPONDENCE
 - a. Recognition of Adult Services Librarian, Lisa Buhr, for 24 years of service at the Juneau Public Library.
3. APPROVAL OF AGENDA / Action
4. APPROVAL OF MINUTES / Action
 - a. March 10, 2021
5. BUDGET / Informational
 - a. City of Juneau monthly expenses for March, 2021
 - b. Year-to-Date City Expenditures for 2021
 - c. Meeting with Shawn Hart on April 14th at 1:00 pm to review 1st Quarter Budget to Actual
6. FINANCIAL REPORTS / Action
 - a. Approval of bills from March 10 - April 13, 2021
 - b. Treasurer's report for March 2021
 - c. Year-to-Date Board Expenditures for 2021
7. BUILDING & GROUNDS / Discussion with possible action
 - a. Collection of roofing bids; working with Shawn Hart
 - b. Landscaping around LED Message Center/Outdoor sign; update
 - c. Storage at City Hall; update
8. PERSONNEL / Discussion with possible action
 - a. Staff probationary and annual reviews; update
 - b. Retirement of Adult Services Librarian, Lisa Buhr; last day on Friday, May 7th
 - i. Tentative recognition schedule:
 1. Library Board recognition on April 14th
 2. City Council / Mayoral recognition on April 20th
 3. Library Staff recognition (after work celebration TBD)
 4. Public (both city employees and library patrons) recognition the week of May 3-7, 2021
 - ii. New Adult Services Librarian, Karla Zimmerman (current Library Page)
9. SERVICES & PROGRAMS / Informational
 - a. March programming stats
 - b. April programming calendar
 - c. Year-to-Date Circulation (2021)
10. PUBLIC RELATIONS / Discussion with possible action
 - a. Partnership with Juneau Parks & Rec. Dept. for March 15th cartooning program; update
 - b. Opening up Large Meeting Room for scheduled patron usage
 - c. Library materials quarantine
 - d. Mask enforcement
 - e. Dodgeland Schools and SORA (by Overdrive) app

Cc: Library Trustees: E. Gratton, K. Marose, R. Smanz, W. Smedema, P. Shanks, A. Thompson, J. Hirschfeld
City Hall: V. Easterly, Mayor D. Wegener
Media: Independent News/Watertown Daily Times (news1@wdtimes.com)

The public is welcome to attend. Requests for persons with disabilities who need assistance to participate in this meeting should be made to the Library Director at 920-386-4805 with as much notice as possible.

Dated and posted: 04/12/21 3:00 PM

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- f. Clearview conversations to better meet their resident's needs
- g. Monarch Library System booth at the Dodge County Fair (August 18-22)
- 11. POLICIES / Discussion with possible action
 - a. Current "Code of Conduct" policy review
- 12. MONARCH LIBRARY SYSTEM / Informational
 - a. Kimberly Young's last day as Monarch Director was Friday, April 9
 - b. MLS Director Search; update
 - c. Menu of Services handout
- 13. DIRECTOR'S REPORT / Informational
 - a. Written and verbal report for March 2021
- 14. BOARD PLANNING / FUTURE AGENDA ITEMS / Action
 - a. Juneau Public Library Board of Trustees will meet next on Wed., May 12, 2021, at 5:00 PM
- 15. ADJOURNMENT

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