

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

**Wednesday, September 15, 2021 at 5:00 PM  
Board 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/493815173>

**You can also dial in using your phone.**

United States: +1 (872) 240-3311

**Access Code:** 493-815-173

**AGENDA**

1. CALL TO ORDER
2. PUBLIC COMMENT / CORRESPONDENCE
3. APPROVAL OF AGENDA / Action
4. APPROVAL OF MINUTES / Action
  - a. August 11, 2021
5. BUDGET / Discussion with Possible Action
  - a. City of Juneau monthly expenses for August, 2021
  - b. Year-to-Date City Expenditures for 2021
  - c. City preliminary 2022 budget proposal; discussion
  - d. Board preliminary 2022 budget proposal; discussion
  - e. Capital expenses for 2022 based on 5-year plan
  - f. Scheduling of budget meeting with Finance Committee; YTD
6. FINANCIAL REPORTS / Action
  - a. Approval of bills August 11-September 14, 2021
  - b. Treasurer's report for August 2021
  - c. Year-to-Date Board Expenditures for 2021
  - d. Renewal of CD that matures 9/13/21
7. BUILDING & GROUNDS / Informational
  - a. Landscaping around LED Message Center/Outdoor sign; update
  - b. Shelving for library materials stored at City Hall; update
8. SERVICES & PROGRAMS / Informational
  - a. August programming stats
  - b. September programming; update
    - i. National Library Card Sign-Up Month: "Choo Choo Choose to Use Your Library" campaign
    - ii. Zoom with the author on Saturday, Sept. 11: **Palm Beach** by Mary Adkins
    - iii. In-Person Preschool Storytime: New day of the week and time (Mondays at 11:00 am)
    - iv. Passive Programs (JPL Express BINGO, BTS Storywalk); update
  - c. Summer Reading Program completion; update
  - d. Year-to-Date Circulation (2021)
9. PUBLIC RELATIONS / Informational
  - a. Monarch Library System booth at the Dodge County Fair (August 18-22); update
  - b. Centerfield Cinema on Friday, September 17, at twilight (approx. 7:30 pm); update
    - i. Family-friendly movie feature is "Remember the Titans" (2000)
    - ii. Movie licensing fee sponsored by Gratton Garages Mini Warehousing
    - iii. Seeking out community donations for City to purchase our own inflatable screen and projector

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

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- c. National Friends of the Library Week “kickoff” event; local author, Amber Sawyer, and illustrator, Tami Joe Delisle, of the picture book **Love to Race** with their friend, Derek, the racehorse; Saturday, October 16, at 10:00 am
  - d. Friends of the Juneau Public Library “Used Book Sale”; reopened on September 7
  - e. Friends of the Juneau Public Library “Little Free Library”; official opening on October 1
10. STAFF / Informational
- a. Purchase of new laptop for Library Director; update
  - b. Director Thrane and Assistant Director Lange to attend Wisconsin Library Association (WLA) Conference in Green Bay, November 16-19, 2021
  - c. Adult Services librarian training; online “Basics of Cataloging” (Sept. 20-Nov. 14)
  - d. Library Director training; online “Budgeting for Libraries” (self-paced beginning Oct. 1)
11. BOARD / Informational
- a. Wisconsin Trustee Training Week, August 23-27, 2021; update
12. MONARCH LIBRARY SYSTEM / Informational
- a. New MLS Director starting on October 3
  - b. Beaver Dam Community Library joined Monarch Library System on Wednesday, September 1
13. DIRECTOR’S REPORT / Informational
- a. Written and verbal report for August 2021
14. BOARD PLANNING / FUTURE AGENDA ITEMS / Action
- a. Juneau Public Library Board of Trustees will meet next on Wed., October 13, 2021, at 5:00 PM
15. ADJOURNMENT

Cc: Library Trustees: E. Gratton, K. Marose, R. Smanz, W. Smedema, Vacant Seat, A.Thompson, J. Hirschfeld  
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