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WAUPACA AREA PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES MEETING AGENDA
WEDNESDAY, DECEMBER 20, 2017, 4:30 PM
LIBRARY CONFERENCE ROOM

Mission Statement: "...committed to offering opportunities for innovation and engaged learning."

1. ROLL CALL
2. APPROVAL OF AGENDA

OPEN MEETING LAW STATEMENT: This meeting and all other meetings of the Waupaca Area Public Library Board are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin State Statutes so that the citizens may be aware of the time, place, and agenda of this meeting.

3. APPROVAL OF MINUTES FROM MEETING HELD WEDNESDAY, NOVEMBER 15, 2017
4. MONTHLY BILLS FOR NOVEMBER 2017
 - A. Approve November 2017 bills \$38,805.42 (Personnel \$34,105.68)
5. LIBRARY EXHIBIT ROOM
 - A. Exhibit Coordinator's Report
 - B. Exhibit Room Visits chart
6. LIBRARY STATISTICS FOR NOVEMBER 2017
 - A. Fine Income, Copy Income and Meeting Room Income Reports
 - B. Volunteer Hours, Reference Transactions, Library Visits & Internet Use
 - C. Interloan Chart
 - D. Circulation Chart with Municipality Statistics
7. DEPARTMENT REPORTS
 - A. Director's Report
 - a. **ACTION ITEM: Make a decision to have a Food for Fines or Amnesty week(s) in January 2018.**
 - B. Adult Programs Report
 - C. Children's Department Report

The Waupaca Area Public Library is committed to offering opportunities for innovation and engaged learning.

D. Teen & Technology Department Report

8. COMMITTEE REPORTS

A. Library Finance Committee

- a. No Meeting

B. Library Planning Committee

- a. Schedule meeting for February 15, 2018 to look at 2017 Progress Towards Goals and 2018 Working Plan

C. Library Policy Committee

- a. Meeting scheduled for December 20 at 5:30 or shortly after the Board Meeting has concluded, to discuss the Internet Use Policy

D. Library Personnel Committee

- a. Results of interview process for Assistant Director/IT Coordinator
- b. The Library Board will convene into closed session under exemption 19.85 (1) (c) (considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility)
- c. The Library Board will reconvene into open session.
- d. Action Item: Contract for Assistant Director/IT Coordinator**
- e. Schedule meeting for January 17, 2017 to discuss options for Teen Librarian

9. OLD BUSINESS

A. Portage County Funding

10. NEW BUSINESS

A. Incident Report

B. Youth Liaison Agreement with OWLS

11. ANNOUNCEMENTS & CORRESPONDENCE

A. OWLS September Board Meeting Minutes

B. Next meeting will be January 17, 2018 at 4:30 pm

12. ADJOURNMENT

PLEASE CALL THE LIBRARY BY 1:00 PM ON MEETING DATE IF YOU ARE UNABLE TO ATTEND. PLEASE ADVISE THE CITY CLERK'S OFFICE IF YOU REQUIRE SPECIAL ACCOMMODATIONS. THE CITY OF WAUPACA PROVIDES EQUAL OPPORTUNITIES FOR PUBLIC MEETINGS.