

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

**Wednesday, July 13, 2022 at 5:00 PM  
Board Room at the Juneau Public Library  
250 N. Fairfield Ave., Juneau, WI 53039**

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

**AGENDA**

1. CALL TO ORDER
2. PUBLIC COMMENT / CORRESPONDENCE
3. APPROVAL OF AGENDA / Action
4. APPROVAL OF MINUTES / Action
  - a. May 11, 2022
  - b. June meeting canceled - no minutes to approve from June
5. BUDGET / Action
  - a. City of Juneau monthly expenses for May & June, 2022
  - b. Year-to-Date City Expenditures for 2022
6. FINANCIAL REPORTS / Action
  - a. Approval of bills May 11 - June 8, 2022
  - b. Approval of bills June 9 - July 12, 2022
  - c. Approval of Treasurer's Reports for May and June, 2022
  - d. Year-to-Date Board Expenditures for 2022
  - e. F&M CD matures on 7/12/22
7. BUILDING & GROUNDS / Informational
  - a. Library's AC unit sound emissions; update
  - b. Removal of tree/shrubs on east side of library; update
  - c. Bluebird house installation; update
8. PERSONNEL / Discussion with possible Action
  - a. Library Page staffing for summer
  - a. Approval of temporary employee job description
  - b. Hiring of Mackenzie Black as TE
9. SERVICES & PROGRAMS / Informational
  - a. May and June programming stats
  - b. July programming; update
  - c. Monthly statistics for May and June: Year-to-Date Circulation (2022), Hoopla, WhoFi
  - d. "Ocean of Possibilities" Summer Reading Program; update
    - i. Story Walk at Little League field (June) and Tennis/Basketball courts (July)
    - ii. "Finding Finn" - new location weekly
    - iii. Using Beanstack app for logging minutes (3rd year using the app)
    - iv. 3 live performers during June & July
10. PUBLIC RELATIONS / Informational
  - a. Centerfield Cinema in partnership with Juneau Recreation; update
  - b. Dates: (2nd Friday of each month) June 10, July 8, August 12, September 9
11. LIBRARY BOARD / Informational
  - a. Mayoral appointment of Jean Haan as Library Board Trustee on July 12, 2022
  - b. Recognition of Annette Thompson for 13 years of service as a Library Board Trustee
12. LIBRARY HOURS / Discussion with possible Action
  - a. Possibility of closing one week in August for large library collection weeding project in preparation for RFID tagging
13. POLICIES / Discussion with possible Action
  - a. Review of Collection Development Policy (which includes material reconsideration form)

Cc: Library Trustees: E. Gratton, K. Marose, R. Smanz, W. Smedema, J. Johnson, J. Hirschfeld, J. Haan  
City Hall: M. Buchda, Mayor D. Wegener  
Media: 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.

Dated and posted: 07/11/22 2:00 PM

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- b. Review of Milwaukee Domes Pass Policy
- 14. MONARCH LIBRARY SYSTEM / Informational
  - a. MLS staffing update
  - b. Monarch booth at the Dodge County Fair: August 17-21
- 15. DIRECTOR'S REPORT / Informational
  - a. Written and verbal report June, 2022
- 16. BOARD PLANNING / FUTURE AGENDA ITEMS / Action
  - a. Juneau Public Library Board of Trustees will meet for their next monthly meeting on Wednesday, August 10, 2022 at 5:00 PM.
- 17. ADJOURNMENT

Cc: Library Trustees: E. Gratton, K. Marose, R. Smanz, W. Smedema, J. Johnson, J. Hirschfeld, J. Haan  
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