

Jack Russell Memorial Library Board
Regular Meeting – Wednesday, February 14, 2018
Common Council Chambers – 4:00pm

This is a regularly scheduled public meeting of the Jack Russell Memorial Library Board of the City of Hartford. Prior to this meeting, notice was given to the public by posting on the City Office Meeting Boards and the Jack Russell Memorial Library. In addition, 24 hours before the meeting, an agenda was placed in the City Office mail box of the Daily News.

- I. CALL MEETING TO ORDER
- II. UNANIMOUS CONSENT AGENDA
 - A. Approval of Library Board meeting minutes.
 - 1. January 10, 2018 Regular Meeting
 - 2. January 22, 2018 Special Meeting
 - B. Financial statements
 - 1. Financial report comparing budgeted versus actual numbers – January 2018
 - 2. Monthly library bills for Library Board review and approval – January 2018
 - C. Jack Russell Memorial Library Usage and Services Report – January 2018
 - D. Youth Services monthly program report – January 2018
- III. PUBLIC COMMENT PERIOD/APPEARANCES (5 Minute Limit)
- IV. CORRESPONDENCE
- V. OLD BUSINESS
 - A. Washington County / Monarch Library System Operating Updates
 - B. Friends of the Library - Update
 - C. Strategic Plan
 - D. Adding advertising banner inside library – Recommendation
 - E. 2018 Closed Dates/Holiday Hours - Recommendation
- VI. NEW BUSINESS
 - A. Trustee Essentials: A Handbook for Wisconsin Public Library Trustees prepared by the Wisconsin Department of Public Instruction (DPI) – Review of Chapter 10
 - B. 2017 State of Wisconsin Annual Report
 - C. Youth Services Department Summer Assistant Job Description
 - D. Youth Services Librarian Report – Discussion only
 - E. Library Director Report – Discussion only
- VII. UPCOMING LIBRARY BOARD MEETINGS
 - A. Regular Meeting – March 14, 2018 – Council Chambers – 4:00 PM
- IX. ADJOURNMENT

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting.

Members of the City Council may attend the above meeting. Pursuant to State ex re. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N.W. 2d 408 (1993) such attendance may be considered a meeting of the Common Council. This notice is given so that members of the Common Council may attend the meeting without violating open meeting law.