

Jack Russell Memorial Library Board  
Annual Meeting – Wednesday, July 8th, 2020  
Jack Russell Memorial Library Community Room – 4:30pm

This is a special 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 this agenda was placed in the City Office mailbox of the Daily News.

- I. CALL MEETING TO ORDER
- II. PUBLIC COMMENT PERIOD/APPEARANCES (5 Minute Limit)
- III. ANNUAL ELECTION OF OFFICERS – President and Vice-President
- IV. OLD BUSINESS
  - A. Washington County / Monarch Library System Operating Updates – Discussion Only
  - B. Friends of the Library – Discussion Only
  - C. Strategic Plan Update- Discussion Only
  - D. Review of fines and fees – Discussion Only
- V. NEW BUSINESS
  - A. Updates to Circulation Policy to remove DVD & Video Game Checkout Limit –Discussion and Possible Action
  - B. Youth Services Librarian Report – Discussion only
  - C. Library Director Report – Discussion only
- VI. UNANIMOUS CONSENT AGENDA – Action
  - A. Approval of Library Board meeting minutes.
    - 1. June 10<sup>th</sup>, 2020
  - B. Financial statements
    - 1. Financial report comparing budgeted versus actual numbers – June 2020
    - 2. Monthly library bills for Library Board review and approval – June 2020
  - C. Jack Russell Memorial Library Usage and Services Report – June 2020
  - D. Youth Services monthly program report – June 220
- VII. CORRESPONDENCE
  - A. Thank you letter to Mr. & Mrs. Michael Gelhausen for donation in memory of Dr. James Algiers
  - B. Acknowledgement letter to Mr. & Mrs. Timothy Algiers for donation in memory of Dr. James Algiers
  - C. Thank you letter to Mr. & Mrs. Clarke Lambert for donation to Hartford History Room in memory of Michael Hesprich
  - D. Acknowledgement letter to Mrs. Carol Hesprich for donation in memory of Michael Hesprich
- VIII. UPCOMING LIBRARY BOARD MEETINGS
  - A. Discussion of next meeting date – September 12<sup>th</sup>, 2020 (no meeting in August as approved on 05/06/2020)
- 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.