

**AGENDA FOR THE MEETING OF THE  
BARABOO PUBLIC LIBRARY BOARD OF TRUSTEES**

Members noticed must notify the person who prepared the agenda (see below) at least 24 hours before the meeting if they will not be able to attend.

**Date and Time:** Tuesday, November 17, 2015, 5:30pm  
**Location:** Lower Level Meeting Room, Baraboo Public Library, 230 4<sup>th</sup> Avenue  
**Members Noticed:** E. Burchett, J. Ellington, M. Grant, F. Hartmann, N. Knappen, J. McMahon, B. Stelling, L. Von Asten, D. Wernecke  
**Others Noticed:** Clerk's office, City Administrator, Mayor, TAB Representative,

- I. Call to order
  - A. Note compliance with Open Meeting Law
  - B. Roll call
  - C. Approve agenda
  - D. Approve minutes of the October 20, 2015 meeting
  
- II. Unfinished business
  - A. Library building project budget estimate
  - B. 2016 Budget
  - C. 2016 Capital budget request
  - D. Discussion of proposed technology survey
  - E. Discussion of library website
  
- III. New business
  - A. Discussion of revenue breakdown for library building project – city capital request and capital campaign goal
  - B. Discussion of cost for Development Director position and renewal
  - C. Request to close on Thursday, December 3 from 9am – 1pm for staff in-service
  - D. Proposal for expenditure of funds raised at 2014 gala – A Novel Evening
  - E. Proposal to increase time available for Adult Services Librarian/Assistant Director to work on key projects
  - F. Discussion of the assignment of cost for Donor Perfect software subscription – operating budget or segregated
  - G. Buildings & Grounds Committee: proposal for priorities and budget for improvements
  
- IV. Financial Summary
  - A. Bills: E. Burchett, examiner
  - B. Revenue and donations report
  - C. Expenditure report
  - D. Trust fund report

- V. Consent agenda
  - A. Correspondence
  - B. Staff Reports: Director, Youth Services, and Development
  - C. Statistics
  - D. Board member volunteer experiences
  - E. Friends report
  - F. Teen Advisory Board (TAB) report

VI. Adjournment

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Agenda Posted by \_\_\_\_\_ on \_\_\_\_\_  
Agenda prepared by M. Allen

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Library Director, 230 4<sup>th</sup> Avenue, or phone 356-6166, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the City of Baraboo who are not members of the above Council committee, commission, or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, **other than the Council, committee, commission or board identified in the caption of this notice.**

FOR INFORMATION ONLY, AND NOT A NOTICE TO PUBLISH