

City of Beaver Dam Wisconsin  
**Beaver Dam Community Library Board Meeting Notice**  
**FRIDAY, January 12, 2018 8:00am**

**Location**--Beaver Dam Community Library Conference Room,  
311 N. Spring St., Beaver Dam, WI

**AGENDA**

Call to order

Appearances & Correspondence

- Calvin Hemling Wells Fargo Advisors for Endowment Fund ~ Status Report if needed
- 1. **Minutes** of the December 15, 2017 Library Board Meeting ~ Approval
- 2. **Library Financial Report**
  - A. General Invoice Paid List~ Review & Acknowledge
  - B. Building Related Invoice Paid List ~ Review & Acknowledge
- 3. **Library Board**
  - A. Board Member Terms Expiring in 2018 ~ Informational
  - B. Wisconsin Library Association Membership Renewal in progress ~ Informational
  - C. Public Libraries Magazine Visual Merchandising article Applying Bookstore... ~ Informational
  - D. Libraries Transform an initiative of the American Library Association ~ Informational
- 4. **Endowment Fund**
  - A. Investment Statement(s) ~ Review
  - B. Endowment Fund Gifts & Donations ~ Acknowledge
- 5. **Building & Equipment Report**
  - A. Humidification System Repair and/or Replace Options ~ Review ~ Action
- 6. **Personnel Report**
  - A. Staffing Update (Hiring, Resignations, Retirements, Other) ~ Informational
- 7. **Library Policies**
  - A. Test Proctoring Policy & Application Draft ~ Consider ~ Action
- 8. **Public Relations**
  - A. Library Event Calendar Special Events ~ Informational
  - B. Beaver Dam Unified School District Updated School Year Calendar ~ Informational
- 9. **Monarch Library System Report**
  - A. Gale Courses
- 10. **Library Administrator's Report**
  - A. Annual & Monthly Statistics ~ Informational
- 11. **General Library Gifts & Donations**
- 12. **Any other business for placement on future agendas**
- 13. **Next Regular Meeting Date**-February 16, 2018 (8:00a.m.) Beaver Dam Community Library Conference Room
- 14. **Adjourn** the Meeting

**"A QUORUM OF ANY STANDING COMMITTEE OR THE COMMON COUNCIL MAY ATTEND THIS MEETING."**

Requests from persons with disabilities who may require assistance so as to participate at this meeting should be made to the City Clerk's Office at the Municipal Building, phone (920) 887-4600, Ext. 338, giving as much advance notice as possible.

This Agenda was posted and made available to the news media, public and various City officials and staff in compliance with the State of Wisconsin Open Meetings Law and Library Board Bylaws: Posted on **January 4, 2018**

**Library Vision:**

*Linking People and Information in Life-long Learning*

**Library Purpose:**

*To help people achieve their full potential by being a leading resource for information, education, culture and recreation.*