



Prairie Lakes Library System Board Meeting 2023-11-29

Agenda

Nov 29th 2023 6:30pm - 8:30pm

Milton Public Library - Friends Room (2nd Floor) - 430 E High St, Milton, WI

NOTICE OF PUBLIC MEETING: The public and press are welcome to attend in person or virtually, depending on the options available above. If you need assistance in participating in this meeting or event, please call (262) 514-4500.

Virtual Connection Information:

Web URL: <https://meet.goto.com/151066053>

Via Phone: +1 (872) 240-3311 – Access Code: 151-066-053

1. Call to Order

Annette Smith (Board President)

6:30pm

2. Welcome and Introductions

3. Roll

Brace, Broga, Carillo, Coffman, Dinnes, Laufenberg, Lea, Miller, Nugent, O'Hagan, Rodriguez, Schubring, Smith, Tilleros, Wilson, Advisory Committee Liaison Michelle Carter (Aram Public Library).

4. Public Comment Period

Anyone wishing to address the System Board at this time will be allowed up to 5 minutes. Your subject can be anything whether on the agenda or not. The System Board should not engage in a discussion regarding comments because it was not part of the publicly noticed agenda. Upon conclusion of the public comment period, members of the audience are not allowed further comment unless they are participating in a public hearing or if specifically allowed by a majority vote or consent of the System Board due to involvement in an agenda item.

- 5. Declaration of Interests Concerning the Agenda**
Any Trustee wishing to indicate a conflict of interest with any item(s) on the agenda is encouraged to do so at this time.

6. Presentations or Group Activities (If Any)

- a. **Distribute Copies of "The Little Book of Boards"**

7. Approval of Consent Agenda

Items on the consent agenda are intended to be approved in a single motion. Any trustee may withdraw any individual item(s) for separate consideration under agenda item #8.

Consent agenda items:

1. Approval of Agenda (See Director's Note in packet)
2. Approval of Previous Minutes
3. Approval of Expenditures Report
4. Approval of Financial Report

8. Discussion and Approval of Any Items Withdrawn from Consent Agenda

9. Informational Reports

1. System Director
2. Prairie Lakes Advisory Committee

10. Unfinished Business

- a. **System Bylaws (Informational)**

The current status of the Draft System Bylaws will be presented, along with recommendations for further development.

11. New Business

- a. **System Board Retreat (Possible Action)**

A series of options will be presented to the Board for the purpose of planning a half-day or full-day event for library system trustees.

b. **Special Committee for 2024 Board Officer Nominations (Possible Action)**

Director's Recommendation: appoint a three-member committee to propose a slate of candidates for the officer positions of President, Vice President, Treasurer, and Vice Treasurer - and present the slate with any nominations collected from the floor at the January 2024 meeting.

c. **Delivery Service Renovation Timeline and Next Steps (Informational)**

The System Director will present a timeline for completion of an RFP process culminating in the selection of delivery providers for 2025.

d. **DRAFT Meeting Schedule for 2024 (Possible Action)**

12. **Announcements**

a. **Next Meeting: Wednesday, December 27th @ 6:30 PM**

NOTE: the board may wish to consider making this a virtual-only meeting, given proximity to the Christmas and New Year holidays.

13. **Anticipated Business for Next Meeting**

a. **End of Year Report by the System Director**

14. **Adjourn**

A motion to adjourn is required.

END
8:30pm