



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (discussed and/or acted upon).

Regular / Special Meeting: Brookfield Public Library, Board of Trustees

Date and Time: Wednesday January 13, 2021 at 7:00 pm

Location: Brookfield Public Library, Common Council Room, 2000 N Calhoun Rd.

Members: Kay Benning, Ald. Chris Blackburn, Sheila Buechel, Margaret Courtright, Stanley Fox, Jim Heinrich, Susan Schweda, Beverly Wentz

(NUMBER OF MEMBERS NEEDED TO MEET QUORUM REQUIREMENTS: 5)

1. ROLL CALL
2. ANNOUNCEMENTS
 - a. The Next Regularly Scheduled meeting is February 10, 2021 @ 7:00 pm.
3. MINUTES
 - a. Minutes of the November 11, 2020 meeting.
4. FINANCIAL REPORT AND EXPENDITURES – ACTION
5. LIBRARIANS REPORT
 - a. November 2020 operating statistics
 - b. December 2020 operating statistics
 - c. 4th Quarter 2020 operating statistics
 - d. 4th Quarter 2020 Goals & Objectives
 - e. IEEE science kits grant application
 - f. Social Media update
 - g. Acknowledgement of donations received
 - h. Staff update
 - i. Facilities update
6. FRIENDS OF THE LIBRARY REPORT
7. UNFINISHED BUSINESS
 - a. COVID-19 Library phase-in, face covering requirement – discussion and possible action
8. NEW BUSINESS
 - a. Library System Effectiveness Statement – ACTION
 - b. Staff In-service day/Library closed (9/17/2021) – ACTION
 - c. Policy review: Governance II-1 – ACTION
 - d. Policy review: Guest Participation II-2 – ACTION
 - e. Policy review: Standards II-4 – ACTION

9. ADJOURNMENT

NAME OF RESPONSIBLE STAFF	EDELL M. SCHAEFER
DEPARTMENT / TITLE	DIRECTOR OF LIBRARY SERVICES
DATE/TIME NOTICE POSTED	JANUARY 8, 2021 2:00 PM

ANY PERSON WHO HAS A QUALIFYING DISABILITY AS DEFINED BY THE AMERICANS WITH DISABILITY ACT THAT REQUIRES THE MEETING OR MATERIALS TO BE IN AN ACCESSIBLE LOCATION OR FORMAT, MAY CONTACT THE CITY CLERK AT (262)782-9650 OR 2000 NORTH CALHOUN ROAD, FOR ACCOMMODATIONS. REQUESTS FOR ACCOMMODATIONS FOR MEETINGS SHOULD BE MADE AT LEAST THREE (3) BUSINESS DAYS IN ADVANCE OF THE MEETING. EVERY EFFORT WILL BE MADE TO ARRANGE ACCOMMODATIONS FOR ALL MEETINGS.