



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 September 8, 2021 at 7:00 pm**

Location: **Brookfield Public Library, Board Room, 1900 N Calhoun Rd.**

Members: Kay Benning, Ald. Chris Blackburn, Sheila Buechel, Margaret Courtright, Jeanmarie Deuster, 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 October 13, 2021
3. MINUTES
 - a. Minutes of the August 4, 2021 meeting
4. FINANCIAL REPORT AND EXPENDITURES – ACTION
5. LIBRARIANS REPORT
 - a. August 2021 operating statistics
 - b. Acknowledgement of donations received
 - c. Staff update
 - d. Facilities update
6. FRIENDS OF THE LIBRARY REPORT
7. UNFINISHED BUSINESS
 - a. COVID-19 and Library phase-in – discussion and action
 - b. 2022 – 2024 Library Goals and Objectives – discussion
 - c. 2022 Library Budget proposal update – possible action
8. NEW BUSINESS
 - a. 2022 Library Holiday/Closure schedule – action
 - b. 2021 Job description revision - action
9. ADJOURNMENT

NAME OF RESPONSIBLE STAFF
DEPARTMENT / TITLE
DATE/TIME NOTICE POSTED

EDELL M. SCHAEFER
DIRECTOR OF LIBRARY SERVICES
SEPTEMBER 3, 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.