



## 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 October 13, 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, James 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 November 10, 2021
3. MINUTES
  - a. Minutes of the September 8, 2021 meeting
4. FINANCIAL REPORT AND EXPENDITURES – action
5. LIBRARIANS REPORT
  - a. September 2021 operating statistics
  - b. 3<sup>rd</sup> Quarter 2021 operating statistics
  - c. 3<sup>rd</sup> Quarter 2021 goals & objectives update
  - d. Acknowledgement of donations received
  - e. Staff update
  - f. Facilities update
6. FRIENDS OF THE LIBRARY REPORT
7. UNFINISHED BUSINESS
  - a. COVID-19 and Library phase-in – discussion and possible action
  - b. 2022 – 2024 Library Goals and Objectives – discussion
  - c. 2022 Library Budget proposal update – possible action
8. NEW BUSINESS
  - a. Vision Statement I-1 – discussion and possible action
  - b. Mission Statement I-2 – discussion and possible action
9. ADJOURNMENT

NAME OF RESPONSIBLE STAFF      EDELL M. SCHAEFER  
DEPARTMENT / TITLE              DIRECTOR OF LIBRARY SERVICES  
DATE/TIME NOTICE POSTED      OCTOBER 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.