

**NOTICE OF PUBLIC MEETING  
ELISHA D. SMITH PUBLIC LIBRARY  
BOARD OF TRUSTEES**

Lower Level Gegan Room  
Elisha D. Smith Public Library  
440 First St., Menasha  
Tuesday, September 24, 2019  
4:30 pm

*Connecting people to one another and to resources for lifelong learning.*

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. PUBLIC COMMENT/COMMUNICATION
- D. CONSENT BUSINESS
  - Approve Library Board meeting minutes from August 27, 2019
  - Accept minutes of meeting of Building & Grounds Committee from September 10, 2019
- E. AUTHORIZATION OF BILLS: Authorize payment of September 2019 invoices
- F. UNFINISHED BUSINESS
  - 2019/2020 Teen Representative appointment
  - Contract with AAC for annual maintenance
  - Committee Report: Building & Grounds Committee
- G. NEW BUSINESS
  - August statistics
  - 2019 financial status reports
  - Staff reports
- H. ADJOURN

Trustees are invited to attend the annual convention of the Wisconsin Library Association at the Kalahari Resort in Wisconsin Dells on October 9, 10, and 11. A quorum of trustees may be attendance; no library business shall be discussed nor decided at the convention.

This meeting is open to the public. Trustees who are unable to attend this meeting are asked to notify the Library Office at 920.967.3662. Attendees with special needs are encouraged to call the library office at 920.967.3662 within 24 hours of the meeting to assure that specific needs with regards to parking, building, and meeting room accessibility are met. A quorum of the City of Menasha Common Council may attend this meeting. No official action of that body shall be discussed or taken.