

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

Elisha D. Smith Public Library
440 First St., Menasha
Tuesday, December 28, 2021
at 4:30pm
Company E Room

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. PUBLIC COMMENT/COMMUNICATION
- D. CONSENT BUSINESS
 - 1. Approve Library Board meeting minutes from November 23, 2021
 - 2. Approve Building & Grounds Committee meeting minutes of December 2, 2021
 - 3. Approve Building & Grounds Committee meeting minutes of December 21, 2021
- E. AUTHORIZATION OF BILLS: Authorize payment of December 2021 bills
- F. UPDATES
 - 1. Approval of Recommendation by Building & Grounds Committee
 - 2. Ad Hoc Organization of Friends Group Update
- G. NEW BUSINESS
 - 1. Director's Report
 - 2. November Statistics
 - 3. 2021 Budget Status Report
 - 4. Staff Reports
- H. ADJOURN INTO CLOSED SESSION
Adjourn into closed session pursuant to §19.85(1)(c), Wis. Stats., Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Director's annual performance review/2022 library staff members' salary steps and merit increases
- I. RECONVENE INTO REGULAR SESSION
Director's annual review/2022 salary steps and merit increases
- J. 2022 WAGES AND SALARIES
- K. ADJOURN

This meeting is open to the public. 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 Menasha aldermen may attend meetings of this body. No official action of that body will be taken.

UPCOMING MEETINGS & ACTIVITIES:

Elisha D. Smith Public Library Board of Trustees: Tuesday, January 25, 2021, at 4:30pm (Board Meeting)