

Jack Russell Memorial Library Board  
Wednesday, June 12<sup>th</sup>, 2024, 4:30 PM  
Jack Russell Memorial Library – Community Room

This is a regular meeting of the Jack Russell Memorial Library Board of the City of Hartford. Before this meeting, notice was given to the public by posting on the City Office Meeting Boards and the Jack Russell Memorial Library. In addition, 24 hours before the meeting this agenda was sent to the *Daily News*.

I. CALL MEETING TO ORDER

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT PERIOD/APPEARANCES (5-Minute Limit)

IV. OLD BUSINESS

- A. Washington County / Monarch Library System Operating Updates – Discussion Only
- B. Friends of the Library – Discussion Only
- C. Digital Checkouts and Cost of Hoopla- Discussion/Possible Action
- D. Fines- Discussion/Possible Action

V. NEW BUSINESS

- A. Youth Services Librarian Report – Discussion Only
- B. Library Director Report – Discussion Only

VI. UNANIMOUS CONSENT AGENDA

- A. Approval of Library Board meeting minutes – May 8th, 2024
- B. Financial statements
  - 1. Financial Report comparing Budgeted Versus Actual Numbers – May 2024
  - 2. Monthly Library Bills for Library Board Review and Approval – May 2024
- C. Jack Russell Memorial Library Usage and Services Report – May 2024
- D. Adult Services & Connections Program Report – May 2024
- E. Hartford History Room Usage Report – May 2024
- F. Youth Services Monthly Program Report – May 2024

VII. CORRESPONDENCE

- A. Thank you letter to Mrs. and Mr. Hofert for their \$10 donation in memory of Diane Drost.
- B. Thank you note from the Hartford Joint 1 for allowing them to use our space for their art show.

VIII. CLOSED SESSION

The board may enter closed session pursuant to Wisconsin Statutes 19.85 (1) (c) to consider the following: employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Personnel). A roll call vote will be taken to go into closed session. The Board will then reconvene into open session to continue the agenda and may act on topics discussed in the closed session.

- A. History Room Personnel- Discussion /Possible Action
- B. Staffing and Wages - Discussion /Possible Action

IX. UPCOMING LIBRARY BOARD MEETINGS

- A. Discussion of next meeting date – July 10th, 2024

X. ADJOURNMENT