



# Walter E. Olson MEMORIAL LIBRARY

203 N. Main Street • Eagle River, WI 54521  
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## WALTER E. OLSON MEMORIAL LIBRARY BOARD OF TRUSTEES Meeting Notice

### Board of Trustees:

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Sara Klemann,  
Library Director

**PLACE:** This meeting will be held in the Eagle Room at the Olson Library.  
**Please contact the Library if you would like to participate remotely.**

**DATE:** September 20, 2023

**TIME:** 3 pm

### AGENDA

1. Call to Order. Quorum determination. Roll call.
2. Welcome guests, if any
3. Approval of August 16 Minutes

Discussion and possible action on the following items:

4. Presentation of Financial Reports
  - a. Approve Reports for Balance Sheet, Income and Expenses
  - b. Approve Regular Municipality Funds Checks Issued and Payable
  - c. Approve Special Board Funds Checks Issued and Payable (if any)
5. Letters and Communications, if any (information only)
6. Reports from Trustees & Staff
  - a. Municipal Meeting Reports
  - b. Maintenance Committee Report
  - c. Finance Committee Report
  - d. Foundation Liaison Report
  - e. Director's Report
  - f. Ad Hoc Committee Reports (if any)
    - 1) Painting/Chair Rails
    - 2) Landscaping
    - 3) Gutters/Ice Dam/Roof Remediation
7. Current Business
  - a. 2024 Budget Approval
  - b. Trustee development – Trustee Training Week reports
  - c. Building repair update
  - d. Possible fundraising project
  - e. Municipal outreach
8. Confirm next regular meeting: 3pm, Wednesday, October 18
9. Adjournment

*NOTICE: If a Board member cannot be present for this meeting through its entirety, please notify the Board President. If there is no quorum present at the above-stated meeting, an Executive Board meeting, open to the public, will be held "to pay required vouchers and to care for any other matter demanding immediate attention," pursuant to Article VI, Sec. 8 of the Olson Memorial Library Bylaws.*

**Please Note:** Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, or to request this service, please contact the Library Director at [director@olsonlibrary.org](mailto:director@olsonlibrary.org).

### **NOTICE OF POSTING: September 14, 2023**

Agendas provided to: All Board Members  
Vilas County Courthouse  
Library Website  
Library Notice Board

Town of Lincoln  
Meeting Notice Email List  
NWLS Director