



# 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:

Laurie Stoegbauer,  
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Kathy Patten,  
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Joyce Owens,  
Town of St. Germain

JoAnn Gelling,  
Town of Washington

Sara Klemann,  
Library Director

This meeting will be held in the Eagle Room of the Library on October 18 at 3pm CST  
**Please contact the Library if you would like to participate remotely.**

### AGENDA

1. Call to Order. Quorum determination. Roll call.
2. Welcome guests, if any
3. Approval of September 20 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 Northern Waters Library Service Member Library Agreement
  - b. Policy Review – Social Media Policy
  - c. Trustee development – Webinar scheduling
  - d. Strategic Plan update
  - e. Fundraising
  - f. Municipal outreach
  - g. Convene in closed session under Wis. Stat. § 19.85 (1)(c) to discuss employee time off request.
  - h. Reconvene in open session for possible action on item 7g.
8. Confirm next regular meeting: 3pm, Wednesday, November 15
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: October 12, 2023**

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

Joint Library Agreement Municipalities  
Meeting Notice Email List  
NWLS Director