



# 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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Town of Lincoln

Kathy Patten,  
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Barb Leveille,  
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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 November 15 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 October 18 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. Inventory Scheduling – proposed dates: January 19-20, 2023
    - b. Policy Review
      - 1) Volunteer Policy
      - 2) Bulletin Board/Literature Distribution Policy
    - c. Trustee development – “Elected Officials are People, Too” webinar debrief
    - d. Strategic Plan update
    - e. Fundraising update
    - f. Municipal outreach
  8. Confirm next regular meeting: 3pm, Wednesday, December 20
  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: November 9, 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
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