



# 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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Joyce Owens,  
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JoAnn Gelling,  
Town of Washington

Sara Klemann,  
Library Director

This meeting will be held in the Eagle Room of the Library on January 17 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 December 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. Return signed annual Trustee Ethics Policy
  - b. Policy Review – Circulation Policy
  - c. Trustee development – “Trustee Leadership” webinar debrief
  - d. Strategic Plan update
  - e. Fundraising planning – Cookie Bake Off, January 21, 10am-2pm
  - f. Municipal outreach – “Love Your Library” Open House, February 29
8. Confirm next regular meeting: 3pm, Wednesday, February 20, 2024
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: January 11, 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