



**NOTICE**  
**Carter Memorial Library Board Meeting**  
**AGENDA**

**Date: MONDAY, JUNE 16**

**Time: 4:30 PM**

**Place: Carter Memorial Library**

- I. Call to order
- II. Roll call and introductions
- III. Public comments
- IV. Approval of agenda
- V. Approval of minutes from May 19, 2025
- VI. April 2025 vouchers payable
- VII. Informational items
  - a. April 2025 revenues\*
  - b. April 2025 expenditures\*
  - c. April 2025 donations
- VIII. Director's report
  - a. May 2025 statistics
- IX. Unfinished business
  - a. Property manager job description/employment status updates\*
  - b. Internet & Computer Policy\*
- X. New business
  - a. Welcome to new board member, Scott Jorgenson (joining August meeting)
  - b. Director Annual Evaluation
    - i. Motion to move into closed session.\* WI Statute Section 19.85(1)(c) *Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.*
    - ii. Motion to move back into open session.\* Take action if appropriate on closed session business.
- XI. Future agenda items
  - a. Expansion Updates (August)
- XII. Adjourn

*\*Indicates a vote may be required*

*Posted: June 12, 2025*

*By Anna Dinkel, Library Director*

*Please note, under the provisions of the Americans with Disabilities Act, if special accommodations are necessary to attend the meeting, please notify the director at 920-685-7016.*

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**2025 Board Meeting Schedule**

Meetings are at 4:30 pm on the 3<sup>rd</sup> Monday of the month.

~~January 20~~

~~February 17~~

~~March 17~~

~~April 21~~

~~May 19~~

June 16

NO MEETING IN JULY

August 18

September 15 \*\*\* MEETING WILL BE SKIPPED

October 20

November 17

NO MEETING IN DECEMBER