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Karl Junginger Memorial Library
Board of Trustees Meeting
October 17, 2017
5:15pm
Agenda

Please contact Kelli Mountford at 920-478-3344 if you need accommodations to attend the meeting.

- I. Call to Order & Introductions
- II. Approval of agenda
- III. Approval of open minutes from September 12th, 2017 & Closed Minutes from August 8th, 2017
- IV. Correspondence, Appearance, Public Comments
- V. Director's Report
- VI. Unfinished Business
 - A. Financial monthly report for September 2017 — **Action**
 - B. Cleaning Contract — **Informational**
 - C. 2018 Budget — **informational**
- VII. New Business
 - A. Job Description update — **Action**
 - B. Lighting and Parking *lot*—**informational**
 - C. Black Friday Deals @ your library — **Action**
 - D. Library Board/Staff Holiday Celebration, Friday, Dec. 8th @ 5pm -**Action**
 - E. Library employee gift *cards*—**Action**
 - F. 2018 Holiday Library Closings (January 1st — New Year's Day / March 30th — Good Friday / May 28th — Memorial Day / July 4th - Independence Day / September 3rd — Labor Day / November 22nd — Thanksgiving / December 24th — Christmas Eve / December 25th— Christmas / December 31st open half a day from 10 to 2) -**Action**
 - G. Trunk or Treat October 25th 3 to 5 pm — **Informational**
- VIII. Future agenda items
- IX. Date, place, and time of next meeting in the library conference room
- X. Adjournment

Respectfully Submitted, Kelli A. Mountford, Director

Kelli A. Mountford