

**PUBLIC NOTICE – AGENDA**  
**JUNE 26, 2018 – 4 PM**  
**SURING AREA PUBLIC LIBRARY BOARD MEETING**  
**SURING MUNICIPAL BUILDING, 604 E. MAIN STREET, SURING**

Pursuant to Sec. 19.84 of the Wis. State Statutes, notice is hereby given to the public that the monthly meeting of the Suring Area Public Library, Board of Trustees will be held at SURING MUNICIPAL BUILDING, LEARNING CENTER ROOM 1, 604 E. MAIN STREET, SURING, WI, on the date and time noted above. Persons requiring special accommodations should call (920-842-4451) at least 24 hours before this meeting.  
**ALL PERSONS ON THE AGENDA ARE LIMITED TO A 10 MINUTE TIME SLOT**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approve Agenda/Open Meeting Notice Statement**
- 4. Public Input – Limit of 5 minutes** (Persons attending meeting can give input on any library matter, whether on agenda or not. Public will only be allowed to speak at this time during meetings, unless they are specifically on the agenda).
- 5. Approve minutes of last month’s meeting(s) – May, 2018**
- 6. Friends of the Library Report**
- 7. Director’s Report** – Requires NO board action
- 8. Treasurer’s Reports**
  - a. Petty Cash, Expenditures, and Revenues
- 9. Approve Payment of BILLS**
  - a. June 2018
- 10. Old Business**
  - a. Long-Range Planning
- 11. New Business**
  - a. Approve and Sign Automation Services Agreement
  - b. Scheduling and posting of Budget Committee Meeting for July
  - c. Library Assistant Job Description
  - d. Trustee Essentials 13,14,15
  - e. Library Policies XIII, XIV, XV
- 12. Closed Session:** Closed session called if needed.
- 13. Open Session:** Motion to convene in open session – To take action on closed session matters.
- 14. Adjourn**

***Prepared & posted this 20th day of June, 2018. Bulletin Board inside Municipal Building; Outside window of Municipal Building; door of meeting room; Posting area at NEW Credit Union and on website at [sur@mail.nfls.lib.wi.us](mailto:sur@mail.nfls.lib.wi.us)***

**Our Mission: *The Suring Area Public Library connects people with information, ideas, and experiences to provide education and enjoyment.***