

**Outagamie Waupaca Library System**

225 North Oneida Street

Appleton, WI 54911

920 832-6190

A meeting of the Outagamie Waupaca Library System Board of Trustees will be held **Thursday, November 16, 2017, 6:00 p.m.** in the lower level meeting room of the New London Public Library.

**Agenda**

1. Call to order
  - a. Roll call and introductions
2. Consent agenda
  - a. Approval/changes to the agenda
  - b. Approval of October 26, 2017 meeting minutes
  - c. Approval of October/November bills
  - d. Approval of October financial report
3. Report of the Director
4. Report of the Personnel Committee
5. Report of the Nominating Committee
6. Discussion items
  - a. Trustee Essential 15: The Library Board and the Public Records Law
  - b. Review of OWLS Records Retention Policy
  - c. Director priorities for 2018
  - d. Committee membership for 2018
  - e. Consideration for December board meeting date
7. Action items
  - a. Elect officers for 2018
  - b. Approve revisions to OWLS Employee Handbook
  - c. Approve revised 2017 budget
  - d. Approve Youth Services Liaison Agreement
  - e. Approve revisions to Assistant Director job description
8. Adjournment

Board members who are unable to attend are requested to notify the OWLS office. If special accommodations are necessary for attendance at this meeting, please contact the Outagamie Waupaca Library System at 920-832-6190 to make arrangements.