

**NOTICE OF PUBLIC MEETING  
ELISHA D. SMITH PUBLIC LIBRARY  
BOARD OF TRUSTEES**

Elisha D. Smith Public Library  
440 First St., Menasha  
Tuesday, February 25, 2025  
at 4:00pm  
Company E Room

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL
- C. PUBLIC COMMENT/COMMUNICATION
- D. CONSENT BUSINESS
  - 1. Approve Library Board meeting minutes from the January 28, 2025 board meeting.
- E. AUTHORIZATION OF BILLS: Authorize payment of the February 2025 bills
- F. UPDATES
  - 1. Reopening Process Update
    - a. Project Donor Follow-Up
  - 2. Friends of the Elisha D. Smith Public Library Update
- G. NEW BUSINESS
  - 1. Director's report
  - 2. 2024 Budget Status Report
  - 3. 2025 Budget Status Report
  - 4. Approve 2024 Annual Report to Wisconsin's Department of Instruction
  - 5. Staff Reports
- H. ADJOURN

This meeting is open to the public. Attendees with special needs are encouraged to call the library office at 920.967.3662 within 24 hours of the meeting to assure that specific needs with regards to parking, building and meeting room accessibility are met. A quorum of Menasha aldermen may attend meetings of this body. No official action of that body will be taken.

**UPCOMING MEETINGS & ACTIVITIES:**

- ***Elisha D. Smith Public Library Board of Trustees: Tuesday, March 25, 2025 at Elisha D. Smith Public Library, 440 First Street, Menasha, WI 54952***