

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

Elisha D. Smith Public Library
440 First St., Menasha
Tuesday, October 28, 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 September 23, 2025 board meeting
 - 2. Accept the approved minutes of the Board Policies & Personnel Committee meeting from September 19, 2025
- E. AUTHORIZATION OF BILLS: Authorize payment of the October 2025 bills and endowment expenditures
- F. UPDATES
 - 1. Staff Reports
 - 2. Teen Representative Report
 - 3. Friends of the Elisha D. Smith Public Library Update
- G. NEW BUSINESS
 - 1. 2026 Budget Process
 - 2. 2025 Library Strategic Plan Process
 - 3. Director's report
 - 4. September 2025 Statistics
 - 5. 2025 Budget Status
 - 6. Approve 2026 Library Closure Dates
- H. ADJOURN INTO CLOSED SESSION

Adjourn into closed session pursuant to §19.85(1)(c), Wis. Stats., Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Director's annual performance review.
- I. RECONVENE INTO REGULAR SESSION
 - 1. Director's Annual Performance Review
- J. 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, November 25, 2025 at Elisha D. Smith Public Library, 440 First Street, Menasha, WI 54952***