

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

Elisha D. Smith Public Library  
440 First St., Menasha  
Tuesday, November 22, 2022  
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 October 25, 2022
- E. AUTHORIZATION OF BILLS: Authorize payment of November 2022 bills
- F. UNFINISHED BUSINESS:
  - 1. Planning Process Update
  - 2. 501(c)3 Update
- G. NEW BUSINESS
  - 1. Director's Report
  - 2. October Statistics
  - 3. 2022 Budget Status
  - 4. 2023 Budget Approval
    - a. Cost of Living Adjustment
    - b. Staff Step Increases
  - 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. Public comments are limited to 5 minutes per person. 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, December 27, 2022, at 4:00pm (Board Meeting)