

# MEETING NOTICE

## LIBRARY BOARD OF TRUSTEES

**DATE: Monday, October 20, 2025**

**PLACE: Prairie du Chien Memorial Library**

**TIME: 5:00 p.m.**

Notice is hereby given, as required by State Statutes, that the Board of Trustees of the Prairie du Chien Memorial Library will meet on Monday, October 20, 2025 at 5:00pm at Prairie du Chien Memorial Library, 125 S Wacouta Ave Prairie du Chien, Wisconsin.

### ITEMS TO BE DISCUSSED AND ACTED UPON:

1. Roll call
2. Certification of Open Meeting Law Agenda Requirements (Action required)
3. Approval of minutes of Board Meeting on Sept 15, 2025 (Action required)
4. Approval of monthly bills (Action required)
5. President's report
  - a. Trustees Essential Training
    - i. Hiring Library Director
    - ii. Evaluating Library Director
    - iii. Library Board & Library Personnel
  - b. Friends Annual Meeting Update
6. Director's Report
  - a. Statistics, Budget, & Building Overview
  - b. Budget update
  - c. Upcoming Events & Updates
    - i. WLA - CE Training Days
    - ii. SWAL - Staff Training Day
    - iii. Science in a Bag with STEM promotion
    - iv. November Thankful for promotion
  - d. December Meeting date discussion
7. Discussion of items for November Agenda
8. Motion to adjourn

**\* Note: Trustees unable to attend the meeting need to contact the library before the time of the meeting.**

Elisabeth Byers  
Library Director  
October 16, 2025  
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