

**BROWN DEER LIBRARY BOARD**  
**March 14, 2016 MEETING MINUTES**  
**HELD AT THE BROWN DEER PUBLIC LIBRARY**  
**5600 WEST BRADLEY ROAD**  
(Unapproved)

The meeting was called to order by Board President Lutz at 5:03 P.M.

**I. Roll Call**

Present: Board President Lutz and Board members: J. Baker, E. Bennett, W. Jabas, S. Snyder  
Excused: Brian Williams-Van Klooster, Library Director  
( He did call in by phone but was told by President Lutz this was not necessary.)  
Also in attendance Village Manager: Michael Hall

**II. Call for Additional Agenda Items**

None

**III. Persons Desiring to be Heard**

Patron Robert Bougie- He expressed concern with the limited selection of new release paperback books.

**IV. Consideration of Minutes:**

- a. February 8, 2016 – Regular Meeting - *It was moved by J. Baker and seconded by S. Snyder to approve the minutes of the February 8, 2016 regular meeting as corrected. The motion carried unanimously. Correction: Friends of the Library Patron match amount is \$280 not \$560.*

**V. Unfinished Business**

None

**VI. Report of Library Director**

- a. Director's Report – Reviewed information in report. 2015 Annual Report to the Community was passed out to Board members by President Lutz.
- b. Usage Report - There were no verbal highlights or discussion of the report.
- c. Revenue/Expense Report – There were no verbal highlights or discussion of the report.

**VII. New Business**

- a. Consideration of Vouchers: January 2016  
Discussed MCFL overdrive charges in February. \$2,186 and \$931.72. We will ask the Library Director to explain these charges at the next meeting.  
*It was moved by J. Baker and seconded by E. Bennett to approve the payment of the February 2016 vouchers. The motion carried unanimously.*
- b. Consideration of gutter/downspout bids  
Discussed the three bids.

*It was moved by S. Snyder and seconded by J. Baker To recommend the Noffke bid which includes 85 feet of 8" gutter. The motion carried unanimously.*

- c. Discussion of SB 466/2015 Act 169: Return of Library Materials- Tabled until next meeting
- d. Consideration of revisions to Brown Deer Public Library Policy Manual – Tabled until next meeting.
- e. A thank you note was presented to the Library Board for the meal provided to the staff on January 18<sup>th</sup> during the in-service day.

#### **VIII. Report of Friends of the Library**

W. Jabas said Friends sponsored the Schlitz Audubon Center's Raptors program at the Library on March 12 approximately 70 patrons attended. Plant Sale order forms will be available April 1<sup>st</sup>. Plant Sale pick up will be May 21<sup>st</sup> .

#### **IX. Adjournment**

**Next meeting: April 11, 2016.** *It was moved by E. Bennett and seconded by J. Baker to adjourn at 5:45 P.M. The motion carried unanimously.*

Wendy Jabas, Library Board Member  
March 21, 2016