

BROWN DEER LIBRARY BOARD
May 9, 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 5:00 P.M.

I. Roll Call

Present: Board President Lutz and Board members: J. Baker, E. Bennett, W. Jabas, S. Snyder

Also Present: Brian Williams-Van Klooster, Library Director; Michael Hall, Village Manager; John Buckley, 4th of July Committee

II. Call for Additional Agenda Items

None

III. Persons Desiring to be Heard

John Buckley distributed raffle ticket packets to Library Board members to raise money for Brown Deer's 4th of July activities.

IV. Consideration of Minutes:

a. April 11 2016 – Regular Meeting

W. Jabas noted a correction to the Friends of Brown Deer Library meeting date. It is May 12th at 7PM.

It was moved by W. Jabas and seconded by E. Bennett to approve the corrected minutes of the April 11, 2016 regular meeting. The motion carried unanimously.

V. Unfinished Business

a. None

VI. Report of Library Director

a. Director's Report

J. Baker asked what specific ADA improvements were made. The Director said improvements included repositioning tactile signage, raising a public computer desk for wheelchair access, and adjusting door push pressure.

b. Usage Report

Digital circulation was not received from MCFLS in time for preparation of the report.

c. Revenue/Expense Report

There were no verbal highlights or discussion of the report.

VII. New Business

a. Consideration of Vouchers: April 2016

W. Jabas inquired if additional charges will come from the gutter replacement project beyond the \$438 voucher. The Director said this was a charge he authorized in addition to the gutter replacement, to repair damaged flashing around the chimney found by the roofing company. The expected gutter replacement charges will be in the May vouchers.

It was moved by W. Jabas and seconded by E. Bennett to approve the payment of the April 2016 vouchers. The motion carried unanimously.

b. Discussion of EbscoSolar grant application

The Director said that the Library has applied for a \$150,000 grant to install solar panels on the Library's roof. He said the goal of the application is to offset library energy bills so that the money saved can be spent elsewhere in the budget. He said this is a nation-wide grant. W. Jabas inquired if there are any costs to the Library, such as a match. The Director said there are none except for expenses related to staff time to draft the application and meet with solar contractors

to determine feasibility before application. He said Sandy Haase has been responsible for most of the work on the grant thus far. A. Lutz asked if battery backup is part of the offering. The Director said he did not see specific reference to battery backup as part of the grant announcement or covered expenses. J. Baker asked if the panels could be installed on the ground, and if the age of the library roof was considered. The Director said he only saw reference to roof panels in the grant documentation, and that roof age was evaluated by a roofing contractor with an estimate of 14 years of useful life remaining.

c. Discussion of BD Elementary capacity and potential effects for Library

The Director shared details of his April meeting with Superintendent Kerr in which Sup Kerr inquired generally about the Library's ability and willingness to be a temporary site for housing overflow programs or classes from the elementary school. The Director reported that he did not outright dismiss the discussion, but said it needed to be reviewed by the Library Board. Discussion ensued about the costs and benefits of allowing such a use. It was determined that no action would be taken at this time in response to Sup Kerr's inquiry.

d. Discussion of community group flyer distribution

The Director stated that a recent community group solicitation to distribute their literature in the library caused him some concern. He requested the opinion of Village legal counsel before he responded to the group. He was advised that if the library provides space for literature distribution by any group not affiliated with Village government, the library must do so equally for all groups regardless of their mission, barring hate speech or other illegal activity. It was determined that the Library will allow the group in question to distribute their literature using the same requirements as those for other groups as found in Brown Deer Library Policy Manual Appendix J.

VIII. Report of Friends of the Library

W. Jabas noted that Plant Sale orders are due May 11 with pickup on May 21.

IX. Adjournment

Next meeting: June 13, 2016. *It was moved by E. Bennett and seconded by J. Baker to adjourn at 5:48 P.M. The motion carried unanimously.*



Brian Williams-Van Klooster, Library Director
March 12, 2016