

BROWN DEER LIBRARY BOARD
June 8, 2015 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
Also Present: Brian Williams-Van Klooster, Library Director
Excused: S. Snyder

II. Persons Desiring to be Heard

None.

III. Consideration of Minutes:

- a. May 11, 2015 – Regular Meeting

It was moved by W. Jabas and seconded by E. Bennett to approve the minutes of the May 11, 2015 regular meeting. The motion carried unanimously.

IV. Unfinished Business

- a. Review of DPW/Library Annual Maintenance MOU

The Library Director presented the agreement between Village DPW Director and Village Library for spring and fall annual maintenance. This agreement includes verification of proper working order of the basement sump pumps twice per year. President Lutz said this agreement was a good idea. President Lutz also mentioned that she can get hostas for the patch of soil adjacent to the community room windows, currently bare. She said she will contact the new gardeners to install them. Library Director said he would request mulch from DPW after they are planted.

V. Report of Library Director

- a. Director's Report

The Director offered a correction for the Reciprocal Borrowing payment, increasing it by \$1035 to \$87,769 due to a MCLFS accounting error that originally removed South Milwaukee payments from the calculation. President Lutz asked for information about what PeachJar is, asked for clarification regarding notes that reference reordering a cancelled list from Baker & Taylor, and asked for clarification about the seeming inconsistency in April dates noted in the MCFLS highlights. The Director briefly gave background and clarification on each item.

- b. Usage Report

There were no verbal highlights or discussion of the report.

- c. Revenue/Expense Report

W. Jabas asked if any expenditures in the Building Maintenance & Repair line are refundable by the insurance claim. The Director said this number will show a slight reduction in June after some basement repairs are refunded.

VI. New Business

- a. Consideration of Vouchers: May 2015

It was moved by E. Bennett and seconded by W. Jabas to approve the payment of the May 2015 vouchers. The motion carried unanimously.

- b. Approval: Library Policy IV: Library Rules and Regulations

The Director asked for Board approval of the addition of text as presented, allowing for beverages with secure, leakproof lids. He noted the intent of the change is to accommodate the rise in 'coffee culture' wherein the public increasingly expects to carry beverages with them as

they conduct daily business. He said this also lays the groundwork to allow for a future coffee kiosk partnership with Brown Deer High School.

It was moved by W. Jabas and seconded by J. Baker to approve the Policy as presented. The motion carried unanimously.

W. Jabas initiated discussion about rule G of the same Policy regarding solicitation in the library. She noted that the Library has a donation box on the checkout counter, but this policy clearly prohibits it. Members discussed the various ways the policy could be reworded to allow a donation box for Library purposes.

It was moved by W. Jabas and seconded by J. Baker to revise item G of Brown Deer Public Library Policy Manual IV to restrict placing of containers or other receptacles by non-Brown Deer Library-affiliated groups for the purpose of receiving donations. The motion carried unanimously.

c. Approval: Library Policy VIa: Borrowing Privileges

The Director asked for Board approval of the addition of the text as presented, clearly defining a valid library card. He said he noticed that the recently-approved Laptop Agreement Form, and other BDPL and MCFLS policies, reference a valid library card requirement but do not define what constitutes validity. This text offers a clear definition.

It was moved by J. Baker and seconded by E. Bennett to approve the Report as presented. The motion carried unanimously.

d. Discussion: *North Shore Community Reads*

The Director provided updates on planning for the *North Shore Community Reads* program. The book chosen is Julia Pandl's *Memoirs of the Sunday Brunch*. He said programs will occur this summer, several book groups and author talks have been organized by Whitefish Bay and North Shore Libraries. He plans to offer something different for the Brown Deer programming but hasn't firmed up details. He said he plans to solicit funds from the Friends of the Brown Deer Library to fund purchase of extra copies of the book for the library's collection and for distribution around Brown Deer via little free libraries, restaurants and Friends volunteers.

e. Discussion: MCFLS new/enhanced services proposal

The Director explained that the packet attachment showing MCFLS New/Enhanced Services is offered by MCFLS Director Bruce Gay in response to recent MCFLS Strategic Planning discussions with MCFLS member library Directors. Director Gay met with each member library director after distributing the Services proposal to gather feedback. The Library Director said his feedback to Director Gay was that any new services would need to have a direct positive and noticeable impact to patrons, and that any services requiring a reduction in Brown Deer Library's reciprocal borrowing revenue would be a tough sell to the Brown Deer Library Board. The Library Director said that he is not looking for Library Board action on this proposal, as he expects Director Gay will revisit the topic with member libraries after all feedback is gathered, hopefully providing a simpler menu of options. The Board expressed they had lots of unresolved questions about the proposal. The Director offered to invite Director Gay to an upcoming meeting to discuss the proposal.

VII. Report of Friends of the Brown Deer Library

The next Friends meeting is the annual pot-luck style meeting scheduled for July 9 at 6:30PM at W. Jabas' house. President Lutz said that revenue from the Plant Sale will be available at the next Board meeting.

VIII. Adjournment

Next meeting: July 13, 2015. *It was moved by W. Jabas and seconded by E. Bennett to adjourn at 5:40 P.M. The motion carried unanimously.*



Brian Williams-Van Klooster, Library Director
June 9, 2015