

BROWN DEER LIBRARY BOARD
February 12, 2018 MEETING MINUTES
HELD AT THE BROWN DEER PUBLIC LIBRARY
5600 WEST BRADLEY ROAD
(Approved)

The meeting was called to order by W. Jabas at 5:01 P.M.

I. Roll Call

Present: Board members: W. Jabas, S. Snyder, D. Neubauer, J. Baker
Also Present: Dana Andersen-Kopczyk, Library Director
Excused: Board President LUtZ

II. Call for Additional Agenda Items

None

III. Persons Desiring to be Heard

None

IV. Consideration of Minutes:

- a. January 8, 2018 – Regular Meeting

It was moved by S. Snyder and seconded by D. Neubauer to approve the minutes of the January 8, 2018 regular meeting. The motion carried unanimously.

V. Unfinished Business

- a. Usage Policy

Discussion about correspondence and policy for library room use. Reviewed with no changes.

VI. Report of Library Director

- a. Director's Report

Library Director discussed filling the vacant part-time Reference Librarian position with 2 Reference Interns. This will give the library more coverage, and more opportunities for programming.

- 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 2018

It was moved by D. Neubauer and seconded by J. Baker to approve the payment of the January 2018 vouchers. The motion carried unanimously.

- b. Approval of 2017 State Annual Report

W. Jabas signed off on the report in President Board Lutz's absence

It was moved by J. Baker and seconded by S. Snyder to approve the 2017 State Annual Report. The motion carried unanimously.

VIII. Report of Friends of the Brown Deer Library

Next Friends of the Library meeting is scheduled for March 8, 2018 at 7PM at the Brown Deer Library Community Room.

W. Jabas noted that the Friends donated \$2,000 to the library to purchase materials, and \$1,500 to go towards the new TBS print management system.

IX. Adjournment

Next meeting: April 9, 2018. *It was moved by D. Neubauer and seconded by S. Snyder to adjourn at 5:38P.M.*

The motion carried unanimously.

A handwritten signature in black ink, appearing to read "Dana Andersen-Kopczyk". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Dana Andersen-Kopczyk, Library Director
March 6, 2018