

BROWN DEER LIBRARY BOARD
November 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 5:02 P.M.

I. Roll Call

Present: Board President Lutz and Board members: J. Baker, E. Bennett, S. Snyder
Also Present: Brian Williams-Van Klooster, Library Director
Excused: W. Jabas

II. Call for Additional Agenda Items: None

III. Persons Desiring to be Heard: None

a. Consideration of Minutes: October 10, 2016 – Regular Meeting

It was moved by E. Bennett and seconded by S. Snyder to approve the minutes of the October 10, 2016 regular meeting. The motion carried unanimously.

IV. Unfinished Business

a. Recap of Village Board 11/7 budget discussion

The Library Director said there was no discussion about the Library's 2017 budget.

V. Report of Library Director

a. Director's Report

The Director highlighted the Winter Market, the fact that 5 staff attended the WLA annual conference, and described the state and local downward use trends shown on the normalized use data chart. President Lutz inquired about response to the Adult Library job posting, noting that there were 6 applications submitted as of last check, but he did not review them in depth.

b. Usage Report

There were no verbal highlights or discussion of the report.

c. Revenue/Expense Report

The Director said that the YTD expense target is 83% for the end of October. Revenues are at 100%, expenditures are at 82%.

VI. New Business

a. Consideration of Vouchers: October 2016

E. Bennett inquired if the approved book trucks and security gate were purchased and already put to use. The Director confirmed that they were.

It was moved by E. Bennett and seconded by J. Baker to approve the payment of the October 2016 vouchers. The motion carried unanimously.

b. Discussion-Unique Management Service

The Director reviewed UMS' services, provided data about Brown Deer's estimated out of pocket expense, and asked the Board if they would be interested in such a service. The Board felt that BD Police should still be used to retrieve overdue materials in extreme cases, and that the UMS service has more cost and not as much teeth as the BD Police. S. Snyder suggested that BDHS students could earn volunteer hours by doing what UMS does, with a script.

VII. Report of Friends of the Brown Deer Library

The Auction earned over \$2700 before expenses.

VIII. Adjournment

Next meeting: December 12, 2016. *It was moved by E. Bennett and seconded by S. Snyder to adjourn at 5:36 P.M. The motion carried unanimously.*



Brian Williams-Van Klooster, Library Director
November 15, 2016