

BROWN DEER LIBRARY BOARD
December 12, 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
Also Present: Brian Williams-Van Klooster, Library Director

II. Call for Additional Agenda Items

Director Williams-Van Klooster requested to add approval of 2017 library closure dates, J. Baker requested to discuss the FLSA overtime ruling and staff compensation

III. Persons Desiring to be Heard

None

IV. Consideration of Minutes:

- a. November 14, 2016 – Regular Meeting

It was moved by E. Bennett and seconded by J. Baker to approve the minutes of the November 14, 2016 regular meeting. The motion carried unanimously.

V. Unfinished Business

None

VI. Report of Library Director

- a. Director's Report

The Director highlighted the MCFLS Director's summary of the PLSR Service Models and noted that there could be effects on MCFLS and member libraries if/when any service models are implemented. He also indicated surprise that the high patron count for election day did not help boost the overall month's patron count beyond an expected average based on past years.

- 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: November 2016

It was moved by W. Jabas and seconded by S. Snyder to approve the payment of the November vouchers. The motion carried unanimously.

- b. Discussion of revision to usage report statistics

The Director asked to table this discussion in order to prepare a more cohesive presentation at a future meeting.

- c. Review and approval of copier lease buyout and discussion of new print system

The Director requested to expend fund balance monies to buyout the copier at the end of the lease period in order to give the library more time to coordinate a potential multi-library copier and patron print system in mid-2017. E. Bennett recommended that the library sell the copier at municipal salvage website after we enter into a new copier contract.

It was moved by E. Bennett and seconded by J. Baker to approve expenditure of \$700 from library fund balance for the copier lease buyout. The motion carried unanimously.

d. Quarterly update on Strategic Plan

The Director reported that several logistical decisions for the staffing arrangement in 2017 were driven by the Strategic Plan's Awareness and Community Perceptions goals, specifically scheduling staff to be available to participate in community events and meetings outside the library. He said that some youth programs were re-branded to emphasize their STEAM aspects to move toward the Student Achievement goal. He also said that the library requested and received a grant from the Brown Deer Junior Woman's club to develop computer classes in light of the Technology Hub goal.

e. 2017 Library Closure Dates

A list of the Village's and Library's traditional closure dates was presented for approval. Discussion about being open the Saturday before July 4 ensued, with the conclusion that an extended weekend preceding July 4 is good for staff morale.

It was moved by E. Bennett and seconded by S. Snyder to approve the closure dates as presented. The motion carried unanimously.

f. Discussion of FLSA overtime ruling and staff compensation

J. Baker shared that he had been asked by a colleague about whether the Library Board planned any changes to their recently passed motions regarding staff compensation now that FLSA overtime rule litigation is occurring. Discussion ensued, confirming that the Board did not consider or plan for any changes. It was reaffirmed that the staff salary decision was prompted by discussion of the FLSA rule, but ultimately was based on studies of pay equity and the desire to compensate staff competitively with their peers.

VIII. Report of Friends of the Brown Deer Library

Next Friends of the Library meeting is scheduled for January 12 at 7PM at the Brown Deer Library Community Room. W. Jabas highlighted the end-of-year patron challenge to match \$500, as well as a special appeal to Friends lifetime members.

IX. Adjournment

Next meeting: January 9, 2017. *It was moved by S. Snyder and seconded by J. Baker to adjourn at 5:48 P.M. The motion carried unanimously.*



Brian Williams-Van Klooster, Library Director
December 13, 2016