

BROWN DEER LIBRARY BOARD
June 13th, 2022 MEETING MINUTES
HELD IN COMMUNITY ROOM A AT THE LIBRARY
(Approved)

The meeting was called to order by Board President Braden at 5:01 P.M.

I. Roll Call

Present: Board President Braden and Board members: W. Jabas, D. Brown, and C. McGuigan
Also Present: Sandra Haase, Circulation Supervisor/Assistant to the Director, J. Quirk, Village Trustee

II. Call for Additional Agenda Items

None

III. Persons Desiring to be Heard

Julie Cook Quirk, Village Trustee was in attendance discussing the importance of having a Trustee on the Library Board. Trustee Quirk offered to be an advocate because a Trustee was removed from the Library Board.

IV. Consideration of Minutes:

- a. April 11, 2022 – Regular Meeting –
Discussion about why it states A. Ridosko was Not Present but seconded a motion at the meeting. A correction is needed that A. Ridosko came late and should be noted as a “late arrival” in the minutes of April 11, 2022.

It was moved by W. Jabas and seconded by C. McGuigan to approve the minutes of the April 11, 2022 regular meeting with the above correction made. The motion carried unanimously.

V. Unfinished Business

None

VI. Report of Library Director

- a. Director’s Report
Wendy questioned whether we have received a donation from the Brown Deer Jr. Women’s Club in the amount of \$1,000. Sandy confirmed the library did receive the check.
Sandy highlighted the new Staff Summer Reading Program to boost morale and so reviews are available for Reference Staff to use for book recommendations.
Sandy also highlighted that the Summer Reading Program Beanstack account is linked to the Brown Deer School’s Beanstack account so when children sign up they will automatically be registered for both accounts. Dolores worked with students at the Brown Deer Schools to help them sign up for Beanstack. Colleen questioned who the Admission Passes have a total circulation of 5+, or 10+ instead of an exact number. Dana will be answering that question at the next meeting.
- b. Usage Report
The Monthly graph was discussed. Sandy mentioned the construction on Brown Deer Road seems to be affecting library circulation. Colleen asked where do the numbers come from for library visits without getting the Armed Forces in the totals? Sandy will be checking with Dana on this item.
- c. Revenue/Expense Report
Discussion from Trustee Quirk that the Village Treasurer was replaced so the Revenue/Expense report will be improved in the future.

VII. New Business

- a. Consideration of Vouchers: April 2022
Discussion about the Regency Janitorial Service used by the Armed Forces whether the library is paying this bill or if this is an error on our account. Trustee Quirk will be looking into this and

will report to Dana.

It was moved by W. Jabas and seconded by D. Brown to approve the payment of the April 2022 vouchers with question of the Regency Janitorial B. The motion carried unanimously.

b. Consideration of Vouchers: May 2022

It was moved by W. Jabas and seconded by C. McGuigan to approve the payment of the May 2022 vouchers. The motion carried unanimously.

VIII. Report of Friends of the Brown Deer Library

W. Jabas reported the Plant Sale amount is not available yet because of the gift cards that go through the end of the month. W. Jabas also reported the Silent Auction made a little under \$600.00.

Next Friends of the Library meeting is scheduled for July 14th 2022 – a pot luck being held at Wendy Jabas's home.

IX. Adjournment

Next meeting: July 11th, 2022

It was moved by C McGuigan and seconded by W. Jabas to adjourn at 5:27 P.M. The motion carried unanimously.

Sandra Haase, Circulation Supervisor/Assistant to the Director
June 13, 2022