



## OFFICIAL NOTICE AND AGENDA OF A BROOKFIELD PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (acted upon).

**Date & Time:** Wednesday, November 8, 2023 @ 7:00 pm

**Location:** Brookfield Public Library, Board Room, 1900 N. Calhoun Road, Brookfield, WI 53005

**Members:** Alderman Scott Berg, Jared Chapiewsky, Jeanmarie Deuster, Sara Field, Stanley Fox, Jim Heinrich, Susan Schweda, Beverly Wentz, Erica Wilkinson

(Number of Members Needed to meet Quorum Requirements: 5)

1. Roll Call.
2. Announcements:
  - a. The next regularly scheduled meeting is January 10, 2024. There is NO meeting in December.
3. Minutes.
  - a. Minutes of the October 11, 2023 meeting  
Documents:  
[Nov Mtg October Minutes.pdf](#)
4. Financial Report and Expenditures.
  - a. October 2023 Financial Report  
The October Financial Report will be sent to the Board members early next week.
5. Librarians Report.
  - a. November 2023 Librarians Report  
Documents:  
[November 2023 Librarians Report.pdf](#)

6. Friends of the Library Report.

7. Unfinished Business:

- a. 2024 Library Budget proposal update

8. New Business:

- a. 2024 Annual Addendum to the Bridges Library System Member Library & Cafe Agreements

Documents:

[2024 Annual Addendum.pdf](#)

- b. Library Board meeting time
- c. Use of Public Computer Rooms and Study Rooms Policy

Documents:

[Study Room Policy.pdf](#)

- d. Electronic Resources & Internet Policy

Documents:

[Electronic Resources Internet Policy.pdf](#)

- e. Closed Session Notice: Evaluation of Library Director.

The Library Board of Trustees for the City of Brookfield may vote to go into Closed Session for item #8e for the purpose to deliberate on the Library Director's Yearly Evaluation. A closed session for these purposes is authorized pursuant to Wis. Stat. Sec. 19.85(1)(c), which authorizes a governmental body, upon motion duly made, seconded, and approved upon by the majority of the members present as required under Wis. Stat. Sec. 19.85(1), to meet in closed session to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body had jurisdiction or exercises responsibility. Upon conclusion of the closed session, the Library Board of Trustees will reconvene in open session, pursuant to Wis. Stat. Sec. 19.85 (2), for possible additional discussion and action concerning any matter discussed in closed session or further business on the agenda. Persons attending the Closed Session would be the Library Board of Trustees and possibly the Library Director.

9. Adjournment.

Cathy Tuttrup - Director of Library Services

Under the Americans with Disabilities Act, the City of Brookfield will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City of Brookfield's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have

speech, hearing, or vision impairments. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Brookfield, should contact the office of the City Clerk at 262-782-9650 or at 2000 North Calhoun Road as soon as possible but no later than 48 hours before the scheduled event.

**Note:** It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in this notice.