



## MINUTES OF AN OFFICIAL MEETING

**Regular Meeting of:** Brookfield Public Library Board of Trustees

**Date and Time:** Wednesday, August 2, 2023, at 7:00 pm

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

**Members Present:** Alderman Scott Berg, Margaret Courtright, Jeanmarie Deuster, Sara Field (arrived at 7:05 pm), Jim Heinrich, Beverly Wentz, Erica Wilkinson (arrived at 7:05 pm)

**Others Present:** Cathy Tuttrup, Director of Library Services; Betsy Bleck, Deputy Library Director, Barb Stein, Friends' President

**Members Absent/Excused:** Stanley Fox, Susan Schweda

8/2/2023 - Minutes

1. Roll Call.

President Courtright noted a quorum present and called the meeting to order at 7:00 pm.

2. Announcements:

- a. The next regularly scheduled meeting is September 13, 2023.

3. Minutes.

- a. Minutes of the June 14, 2023 meeting

**Motion by Wentz, second by Heinrich to approve the minutes of the June 14, 2023 meeting of the Library Board of Trustees. Motion carried 5 - 0.**

4. Financial Report and Expenditures.

- a. June 2023 Financial Report

**Motion by Heinrich, seconded by Wentz to approve the financial report and expenditures. Motion carried 7 - 0.**

5. Librarians Report.

- a. August Librarian's Report

**Motion by Wentz, second by Deuster to approve the Librarian's Report. Motion carried 7 - 0.**

6. Friends of the Library Report.

**Barb Stein gave an update.**

7. Unfinished Business:

None

8. New Business:

- a. Waukesha County Library Standards Certification

**Motion by Heinrich, second by Wentz to approve the Waukesha County Library Standards Certification. Motion carried 7 - 0.**

- b. General Records Schedule

**Motion by Alderman Berg, second by Deuster to approve the General Records Schedule. Motion carried 7 - 0.**

- c. Election of officers 2023 - 2024

**Motion by Heinrich, second by Alderman Berg to close the election of officers 2023 - 2024 nominations as presented by the Nominating Committee: Susan Schweda, Stanley Fox, Jeanmarie Deuster. Motion carried 7 - 0.**

**Motion by Alderman Berg, second by Wilkinson to accept the slate of officers: President - Beverly Wentz, Vice President - Jeanmarie Deuster, Secretary - Erica Wilkinson. Motion carried 7 - 0.**

- d. 2024 Library Budget proposal

**Motion by Heinrich, second by Wentz to approve the 2024 Library Budget proposal as presented. Motion carried 7 - 0.**

9. Adjournment.

**Motion by Heinrich, second by Wilkinson to adjourn the meeting. Motion carried 7 - 0. Meeting adjourned at 8:37 pm.**

Respectfully submitted: Cathy Tuttrup - Director of Library Services