



MINUTES OF AN OFFICIAL MEETING

Regular Meeting of: Brookfield Public Library Board of Trustees

Date and Time: Wednesday, September 13, 2023, at 7:00 pm

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

Members Present: Alderman Scott Berg, Jared Chapiewsky, Jeanmarie Deuster, Sara Field, Stanley Fox, Jim Heinrich, Susan Schweda, Beverly Wentz, Erica Wilkinson (left at 8:15 pm)

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

Members Absent/Excused:

9/13/2023 - Minutes

1. Roll Call.

President Wentz noted a quorum present and called the meeting to order at 7 pm.

2. Announcements:

- a. The next regular scheduled meeting is October 11, 2023

3. Minutes.

- a. Minutes of the August 2, 2023 meeting

Motion by Wilkinson, second by Schweda to approve the minutes of the August 2, 2023 meeting of the Library Board of Trustees as amended. Motion carried 9-0.

4. Financial Report and Expenditures.

Motion by Heinrich, second by Schweda to approve the July and August financial reports and expenditures. Motion carried 9-0.

- a. July 2023 Financial Report
- b. August 2023 Financial Report

5. Librarians Report.

- a. September Librarians Report

Motion by Field, second by Fox to approve the Librarians Report with corrections. Motion carried 9-0.

6. Friends of the Library Report.

Barb Stein, President of the Friends reported that the group currently has 83 members and about \$24,000.00. The Book Sale is September 14-16, 2023. The Friends supported the Summer Reading program, a successful ice cream social and Read it and Eat program. The Friends are hoping to have some kind of event during National Friends of the Library Week, October 15-21, 2023. Their new and improved social media presence is in the works.

7. Unfinished Business:

- a. 2024 Library Budget proposal update

The board was informed that as of now, nothing has changed from the budget that they accepted at the August meeting.

8. New Business:

- a. 2024 Library Holiday/Closure schedule

Motion by Deuster, second by Fox to approve the 2024 Library Holiday/Closure schedule. Motion carried 9-0.

- b. Bulletin Board, Artwork, and Display Cases Policy

Motion by Schweda, second by Wilkinson to approve the Bulletin Board, Artwork and Display Case Policy. Motion carried 9-0.

*** Wilkinson left at 8:15 pm.**

- c. Circulation Policy

Motion by Fox, second by Deuster to approve the Circulation Policy. Motion carried 8-0.

- d. Architectural Analysis

The board heard the library's plan to pursue an architectural analysis of the facility in 2024. More formal information will be provided at future meetings.

9. Adjournment.

Motion by Fox, second by Deuster to adjourn the meeting. Motion carried 8-0. Meeting adjourned at 8:23 pm.

Respectfully submitted: Cathy Tuttrup - Director of Library Services