



MINUTES OF A REGULARLY SCHEDULED MEETING OF THE
LIBRARY BOARD OF TRUSTEES HELD ON Wednesday March 13, 2019
 IN THE BOARD ROOM AT THE LIBRARY, 1900 NORTH CALHOUN
 ROAD, BROOKFIELD, WISCONSIN 53005

Richard Brandt, President presiding.

9 MEMBERS PRESENT: Kay Benning, Ald. Chris Blackburn, Richard Brandt, Sheila Buechel, Helen Conlon, Margaret Courtright, Ann Desuter Dougherty, Stanley Fox, Susan Schweda

OTHERS PRESENT: Edell Schaefer, Director of Library Services; Cathy Tuttrup, Public Services Manager; Jane Maro, Library Friends' President

1. President Brandt noted a quorum present and called the meeting of the Library Board of Trustees to order at 7:00 pm.
2. Announcements
 - a. The next meeting will be April 10, 2019 @ 7:00 p.m.

3. Minutes of the February 13, 2019 Meeting

Motion by Buechel, seconded by Dougherty to approve the minutes of the February 13, 2019 meeting of the Library Board of Trustees. Motion carried unanimously.

4. Financial Report
 - Monthly reports and expenditures

Motion by Courtright, seconded by Conlon to approve the financial report and expenditures. Motion carried unanimously.

5. Librarian's Report:

February 2019 - Operating Statistics

Rolling twelve*		3/17-2/18	3/18-2/19	% Change
Total Circulation		652,086	643,499	-1.32%
	Resident	507,450	503,563	-0.77%
	Crossover	100,043	96,874	-3.17%
	Nonresident	44,593	43,062	-3.43%
		<u>2018</u>	<u>2019</u>	<u>% Change</u>
Total Circulation (February)		48,567	49,874	2.69%
	Resident	37,082	38,385	3.51%
	Crossover	7,741	7,898	2.03%
	Nonresident	3,669	3,449	-6.00%
	RBdigital (eaudio)**	75	142	89.33%
Adult	# Programs	21	19	-9.52%
	Attendance	169	172	1.78%
Children	# Programs	39	37	-5.13%
	Attendance	1,168	1,053	-9.85%

Adult: several new programs were offered this month. Brain Science Club with Isaac Hou for adults who want to learn more about how and why to keep a healthy, active brain; Cinema of '39 – Turning Back Time – offered once a month through June. We will be showing Academy Award nominated movies from 1939. The 80th Academy Award's celebration started in February with the showing of The Wizard of Oz. A very popular soap making class was held which filled quickly and had a lengthy waiting list. We will offer this program again later this year. David HB Drake presented a successful Memory Café event.

Children's: February included a full-slate of story times for all ages. In addition, we hosted several book parties, for Dogman and Dreadful Fairy. Librarians met with parents in the Elmbrook School District to share information about our library and literacy.

Acknowledgement of Donations Received – No Update

Staff Update

Samantha Schwarz has been hired as a part-time technician. We are still recruiting for the second part-time technician position. Kathy Luck, part-time children's librarian will be retiring on May 2nd after 15 years of service. We have begun the recruitment for Kathy's position.

Facilities Update – No Update

Motion by Schweda, seconded by Ald. Blackburn to approve the Librarian's Report. Motion carried unanimously.

6. Friends of the Library

The annual meeting of the Friends will take place in April. They are still looking for one more person to serve as a board member. The membership drive will begin soon. There is a new position to be filled as publicity chairperson. This was done to spread out the tasks that need to be handled. The book sale will run from Thursday, September 12 through Saturday, September 14th. Note that there is no Sunday sale this year. The Library Board thanked the Library Friends for their support.

7. Unfinished Business

a. Library 60th Anniversary Celebration (2020)

The Library's administrative team has begun meeting to outline activities and dates for the 2020 year-long celebration. We are considering featuring one decade of library services every two months. It was suggested that we incorporate to the extent possible, the parallel history of the City of Brookfield. Suggestions are always welcome.

b. Building Study Furniture Replacement

We should be receiving the Jefferson table sample this week. The order for the tables and chairs is ready to go. The order includes an adjustable height table. The Friends were provided with the proposal for the seating booths.

8. Adjourn

Motion by Conlon, seconded by Benning to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:40 pm.