

## PROCEEDINGS OF THE FRIENDS OF THE BROWN COUNTY LIBRARY

A meeting was held on **Monday, June 19, 2017 at 5:00 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

**PRESENT:** SANDRA HEINZL, ASHLEY REIF, REBECCA MEACHAM, DON KRAFT, ALEX GALT, CURT HEUER, STEVE SINCLAIR, ELLIE REICH, MEG DEEM, BARBARA KANE, KARALYNNE MOORE

**ALSO PRESENT:** SUE LAGERMAN, MARY KAYE MARTZKE (Staff), SHERILL REVOLINSKI

**EXCUSED:** NICOLE VIRANT, MATT KOLPIEN

The meeting was called to order at 5:00 pm by President Don Kraft.

**INTRODUCTION** Sherrill Revolinski, co-chair of the book sale, was introduced as a potential board candidate. Members introduced themselves to Sherrill.

### **APPROVE MINUTES**

**Motion** by Heinzl to approve the minutes from the May 2017 meeting. Motion seconded by Reif. **Motion carried.**

### **PRESIDENT'S REPORT**

Don Kraft reported that he had approved \$100.00 for library staff appreciation gifts. The Friends previously approved money for this fund; it's an ongoing program.

New members sometimes indicate on their membership application that they are interested in leadership opportunities with the Friends. They may check the box on the form and not know what it means or what is involved. Don asked if any board members would like to contact these people regarding their interests. Most felt that since all members have an opportunity to work at the book sales, that would be a good way to see if new volunteers have leadership skills.

### **LIBRARY REPORT**

Sue Lagerman reported that the Summer Reading Adventure held its kickoff last Saturday with approximately 900 people in attendance. There were tons of activities, games, root beer and popcorn, and great entertainment. Signups for the SRA were ahead of last year on opening day. Electronic registration is being offered this year in addition to paper forms. Summer programming is keeping everyone extremely busy right now.

Lori Denault, the library's finance manager, has retired which is a huge loss to the library system. The technology part of her job is more easily divided up between current employees. The finance part will have a new job description written and will be subject to Library Board approval at their July meeting. The library is also looking at the possibility of hiring a temporary replacement for the interim.

Sue reported that she received a phone call from the US Navy Band Great Lakes who will be performing in Milwaukee in August. They want to come to Green Bay as well and will perform at the Central library in the auditorium on Tuesday, July 25 at 10:30 am. This will be open to the public. The Green Bay Retired Men's Club plan to attend along with their wives, as this follows their weekly meeting.

Author Elizabeth Berg will be touring in August and Sue has submitted a request for her to visit BCL. "Fresh flowers and wonderful treats" are part of her request for tour stops so Sue may be asking the Friends for funding if BCL is chosen as part of the tour! Elizabeth also brings her dog with her and requests that there be dogs who are up for adoption at the event.

The Green Bay City Council will meet tomorrow night. All other county municipalities have approved the county sales tax plan, but the city of Green Bay has not. If you live in the city, please contact your councilperson before tomorrow's meeting.

### **LIBRARY FUNDING REQUESTS**

\$2,924.00 – Central/microphones for auditorium/meeting rooms

**Motion** by Deem, seconded by Meacham to approve as presented. **Motion carried.**

\$300.00 – Central Research/Trivia nights/programming support

**Motion** by Meacham, seconded by Reich to approve as presented. **Motion carried.**

\$600.00 – Kress/Jane Austen Tea

**Motion** by Deem to approve **\$800.00**, seconded by Galt. **Motion carried.**

System-Wide (requests done individually)

\$360.00 – 3 multicultural princess costumes

**Motion** by Reif, seconded by Reich to approve as presented. **Motion carried.**

\$630.00 - Guitar Pedal Collection

Discussion was held on this request. Alex Galt thinks that the request should be for a larger amount to cover more pedals. The ones in the request are pretty common and current guitar players might already have them in their own collections. It might be better if more unique pedals were purchased. Sue Lagerman mentioned that this request came from a librarian who used to work at a library with this type of collection. Sandra Heinzl asked if this request could be approved and another request for an expansion of the collection could be presented in the future? **Motion** by Deem to approve the \$630.00 as presented with the hope that an additional request to expand the collection will be included in the December funding requests. Motion seconded by Reif. **Motion carried.**

\$2,850.00 – Community Memberships

This request would cover family passes to various county and city entities. The discussion that was held concerned the pricing of “corporate” memberships, which may be required and may be higher in price than family memberships. It was agreed that a pilot program would be a good starting point and it could be re-evaluated later. **Motion** by Barbara Kane to approve **\$3,000.00** for community memberships, seconded by Sinclair. **Motion carried.**

### **STORYLINES**

Don Kraft received a list of potential writers from Jaime Leick and he will contact them. He will also contact Sean Schultz to see how she is doing and whether or not she would be able to continue. Sue Lagerman indicated that the Friends news could possibly be included in a new library combined calendar, but someone would still have to do an issue in the old format before that could happen.

### **COMMITTEE UPDATES**

**FBCL Logo Redesign** The committee is collecting samples from other companies and should have something to show board members at the August meeting.

### **TREASURER’S REPORT**

Meg Deem reviewed the financials with the group. **Motion** by Sinclair to approve, seconded by Kane. **Motion carried.**

### **POLICY AND PROCEDURE MANUAL UPDATE**

Don Kraft distributed updated copies which included new board members’ names. The conflict of interest policy still needs further discussion.

### **STRATEGIC SESSION UPDATE**

Barbara Kane will check with Jamie Leick to see if she would be willing to serve as a facilitator. This would include discussing the board’s goals and focus. It might be possible to have an abbreviated monthly meeting followed by the strategic session or hold it in place of a regular monthly board meeting.

### **OTHER BUSINESS/FOR THE GOOD OF THE ORDER**

Using Slack for board voting was discussed. The way to use Slack can vary depending on if you’re using your cellphone, laptop, desktop, etc. Sue Lagerman said there is a Slack course on Lynda.com on the library’s website. It was felt that the more it is used, the easier it will be.

**Motion** to adjourn by Sinclair, seconded Heuer. **Motion carried.**

The meeting was adjourned at 6:36 pm.

The next board meeting will be on Monday, August 21, 2017 at 5:00 pm at the Brown County Central Library.

Respectfully submitted,

KaraLynne Moore, Secretary

Mary Kaye Martzke, Recording Secretary