

Proceedings of the Friends of the Brown County Library

A meeting was held on Monday, May 21, 2018 at 5:00 p.m. at the Brown County Southwest Branch Library, 974 Ninth Street, Green Bay, WI.

Present: Meg Deem, Sandra Heinzl, Curt Heuer, Don Kraft, Ellie Reich (left at 6:05pm), Alex Galt, Matt Kolpien, and Sherrill Revolinski, Barbara Kane (arrived at 5:12), Ashley Reid (arrived 5:44 pm)

Also present: Sue Lagerman (staff), Jodi Angeli (staff)

Excused: KaraLynne Moore & Nicole Virant

The meeting was called to order at 5:06 p.m. President Don Kraft. Sue introduced Jodi Angeli as the library's new Administrative Associate.

Approve Minutes

Motion to approve minutes of April 24, 2018 by Galt; seconded by Reich. **Motion carried.**

Treasurer's Report

Motion to approve April financial statements by Heuer and seconded by Deem. Addendum memoriam for Steve \$200 to Nature Conservancy Northeast Wisconsin Office **Motion carried.**

Motion to move \$8000 from restricted cash GAKAB account into community GAKAB endowment by Deem and seconded by Reich. **Motion carried.**

President's Report

No report. A thank you card from Steve Sinclair's family was received and shared with the board.

Library Report

Lagerman reported that Summer Reading Adventure is keeping everyone very busy. Ordered bags this year with logo on them.

A funding request for \$300 to supplement donations for the bucket raffle prizes for the Adult Summer Reading Adventure was presented. **Motion** to approve the funding request for \$300 to support the Adult Summer Reading Adventure by Reich; seconded by Heinzl. **Motion carried**

The Library Board hired Bradbury Miller Associates to conduct the search for a new library director. Their first visit is Thursday and they will hold meetings with the Library Board and Kathy Pletcher, who is working as a consultant to the board; administrative team; supervisors, and community stakeholders. These are informational meetings to learn of preferred characteristics in a director. The firm's timeline has a new director in place by September. They provide a guarantee that if the new director leaves within a year, they will reactivate the search.

A new customer service librarian position was approved by the Library Board and interviews for this position will take place over the next couple of weeks. Openings exist at the Wrightstown and Denmark branches and interviews are underway. Open positions create a lot of schedule juggling.

The Summer Reading Adventure kickoff is Saturday, June 9 and features children's musician, Randy Peterson. A new attraction is Green Bay Water Utility's Water bar from which, cold, award-winning water will be served in Cellcom Children's Edible Garden.

The How-To Festival, scheduled for June 2 can still use additional volunteers. If interested, email Sue and she will forward information to Leah and Clare (staff) who are planning the event.

Discussion and Possible Action regarding updating “Election of Officers” language in by-laws

The Board has been considering having the officers serve staggered terms. The president and secretary would serve on a parallel path and the treasurer and vice president serve on another parallel path. Doing so would mean the Board would not turn over all at once. The by-laws state each office fulfills a 2-year term and can only serve three consecutive terms. The new language must be drafted and presented before a vote can take place. Don will write up something and send it out to everyone.

Don recommended Nicole Virant to fill the open position of Vice President. **Motion** to approve the recommendation of Nicole as Vice President by Kane; seconded by Reich. **Motion carried.**

Follow Up & Discussion – Strategic Planning Session

Don emailed PDF of notes. He will modify these and resend them.

Newsletter

The newsletter was sent to the printer. Once delivered to the library, Sue will work with Meg to line up volunteers to label and prepare for mailing.

Discussion took place about a more integrated marketing strategy including a new website; a target audience; feature articles in future newsletter, a column for new volunteer recruitment; engaging content to sustain the number of pages; more interactive sections – like a “Membership Dollars at Work” section, etc. Social media can influence content. Don will schedule a meeting for the communications committee.

Volunteer Coordination

The newsletter includes a call for volunteers that will hopefully result in getting people to volunteer, as there is always a need for additional people to help. Laurel is the gatekeeper at present but perhaps a volunteer committee is needed to handle responses. Need to maybe wait and see about the responses. It might also be good to reach out to those people who have entered on their Friends applications that they are interested in volunteering.

Discussion re: New Library Director Qualifications

Don will be representing the Friends at the meeting with the search firm. What do we want in a new director?

- Intestinal fortitude to deal with the issues they have to deal with
- Patience
- Stamina to listen to long meetings
- Not just directing one library....you are directing 9
- Embarking on .05% sales tax
- Must have vision and smarts about building
- Should they have director experience?
- Must see Friends as an ally, not just a money source.
- Must be a director; not a micro-manager. Run the library, not the staff.
- Executive experience
- Only people out of library system? They must have a Master in Library Science and a Wisconsin Grade I Public Library Certificate.
- Must be comfortable building teams
- Dynamic personality. In order to make community connections.
- Someone from around the area would be nice.
- A potential challenge is salary

Friends Board Member Recruitment

The Board would still like to find a new teen member. The board could also be more inclusive. There are many ways to recruit people. It might be helpful to recruit someone that has been involved in the book sale or GAKAB. Think about getting a rural perspective...members from other branches. If we get names of anyone interested, make sure they are interested and then bring the names to the board. Ongoing; no deadline yet.

Action List Items

None.

Other Business/For the Good of the Order

Sherrill brought up the Affiliate Appreciation Golf Outing on June 12. Two members from the Friends board are invited to go. Need RSVP by May 25th.

Motion to adjourn the meeting by Reich and seconded by Galt. **Motion carried.** The meeting was adjourned at 6:41 p.m.

The next meeting is scheduled for June 18, 2018 at 5:00 p.m. at the Brown County Central Library.

Respectfully submitted,

Jodi Angeli
Recording Secretary