

**BROWN COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
NOVEMBER 14, 2018 @ 6:00PM**

**AGENDA**

1. Call to Order
2. Roll Call
3. Public/Audience Comments –
4. Marketing/Events – report from Grace Haschemeyer
5. Approval of Minutes
  - a. October 17, 2018 board meeting
  - b. October 29, 2018 personnel committee
  - c. October 30, 2018 emergency board meeting
6. Approval of Bills
  - a. November, 2018
  - b.
7. Financial Statements (Budget Analysis)
  - a. October, 2018
8. Director's Report (Richard Young)
  - a. Monthly Statistics
  - b. Communications
  - c. CE Workshops
  - d. Other
9. Committee Reports
  - a. Finance Committee – Reinvestment of CD – set to expire 12/16/18 (currently 1.40% for 13 months)
  - b. Personnel Committee – Proceed with filling the open position for a Circulation Librarian
  - c. Building/Grounds Committee –
10. Old Business
  - a. Property Acquisition – status update: closing is set for 12/13/18 at Farmer's State Bank & Trust
  - b. Trustees whose terms expire are: Tracy, Scott/Vincent, Scranton, Flynn, and Wade – election is 4/2/19 – 6-year terms – forms to be returned to library board secretary by Friday, December 7, 2018. The yellow form, Statement of Economic interest, must be completed at the courthouse and the receipt attached to your petition.
  - d.
  - e. Other
11. New Business
  - a. Trustee Requirements for Per Capita grant due 1/15/19 – Discussion of Chapters 6 -10 and Video – Document completion
  - b. Authorize Director to pay December 2018 bills due to no meeting in December 2018
  - c. Hire John Tribbey, CPA to complete the Annual Financial report (AFR) to the State Comptroller – approx. \$300.00
  - d. Review and possible Pay Raises and Bonuses of Employees Salaries
  - f.
12. Other
13. Next meeting date – January 16, 2018 @ 6:00PM
14. Adjournment