

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A special meeting was held on **July 19, 2010 at 6:30 p.m.** at the **Brown County Central Library, 515 Pine St., Green Bay WI**

**PRESENT:** TERRY WATERMOLEN, DENISE BELLMORE, CHRIS FROELICH, JOHN HICKEY, PAUL KEGEL and KATHY PLETCHER

**EXCUSED:** CARLA BUBOLTZ, MONICA GOLOMSKI, TONY THEISEN

ALSO PRESENT: LYNN STAINBROOK, LORI DENAULT (staff)

President Terry Watermolen called the meeting to order at 6:30 p.m.

### APPROVAL/MODIFY AGENDA

There were no modifications to the agenda. Motion by Kegel, seconded by Froelich to approve the agenda. Motion carried.

### APPROVE JUNE, 2010 MEETING MINUTES

Motion by Hickey, seconded by Pletcher to approve the June meeting minutes. Motion carried.

### APPROVE MAY, 2010 FINANCIAL REPORT

Motion by Hickey, seconded by Froelich to approve the May, 2010 financial statements. Motion carried.

### ACCEPT JUNE, 2010 GIFTS GRANTS AND DONATIONS

Motion by Kegel, seconded Pletcher to approve the June Gifts, Grants and Donations report. Motion carried.

### 2011 BUDGET

The 2011 budget shows a shortfall of approximately \$130,000. Options to make up this amount include decreasing the materials (book) budget; cutting staff; or reducing services. Terry mentioned that the library has worked hard to grow and maintain the book budget and didn't want to see that be reduced and also the library is about as short as it can get with personnel so cutting staff is not really an option. He recommended that the library use the fund balance to offset this difference. The library could do this for the 2011 budget because the monies are there due to open positions that occurred throughout the year. Terry noted that he doesn't really want to use the fund balance to fill the budget gap but feels it is warranted in this situation. There will be some money left to allow the library to fund needed building improvements. This option to use the fund balance will allow the library to maintain current staff and services. After further discussion, motion by Kegel, seconded by Hickey to submit a balanced budget, using the fund balance to cover the estimated difference of \$130,885 if needed. Motion carried unanimously.

A second request by the county was to submit a budget that includes an additional 5% reduction. If mandated, the library would have no choice but to meet this reduction by cutting staff wages and fringe benefits resulting in 2 or 3 services/branch closings. These decisions would have to be determined at the time. Motion by Kegel, seconded by Froelich to meet the request for an additional 5% reduction by closing 2 or 3 services/branches resulting from a reduction in staff wages and fringes.

Lynn Stainbrook reviewed the 2011 Capital Outlay document the Board had directed her to complete. It includes the cost for the engineering/architectural final design for the Central Library's renovation and notes that the 2012 document would include the construction costs. The Board directed Stainbrook to submit this form.

### SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

None.

### ADJOURNMENT

Motion by Froelich, seconded by Kegel to adjourn the meeting. Motion carried.

The meeting adjourned at 7:20 p.m.

### NEXT REGULAR MEETING

August 19, 2010  
Central Library  
6:00 p.m.

Respectfully submitted,  
Carla Buboltz, Secretary  
Sue Lagerman, Recording Secretary