

LIBRARY

Brown County

515 PINE STREET
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-4400 Ext. 351
FAX (920) 448-4364

LYNN M. STAINBROOK
DIRECTOR

E-MAIL Stainbrook_LM@co.brown.wi.us
WEBSITE www.browncountylibrary.org

BROWN COUNTY LIBRARY BOARD

**Brown County Central Library
515 Pine Street, downtown Green Bay**

Thursday, November 15, 2012

Note start time: 5:15 p.m.


AGENDA

1. Approve/modify agenda
2. Minutes, Information Services Report, bills and communications
3. Open forum for the public
4. Additional items related to historical assets
5. Reimbursement from Adjacent Counties
6. Facilities Report
7. Accountant's report
 - a. Financial report
 - b. Acceptance of gifts, grants and donations
8. 2013 Budget
9. Approve Budget Adjustment Notice to transfer remaining funds in the Outlay Other account to the general construction account in the capital projects fund for Library Renovation.
10. Library Board Retreat update
11. County Board Survey update
12. Report of Work Rules Committee
 - a. Approve Updated Policies
 - Emergency Closing
 - Grievance Procedure
 - Employee Leave A and B
 - Personnel Administration
 - Collection Development Policy
 - b. Approve New Policies
 - Employee Benefits
 - Problem Resolution Procedure
 - Harassment
 - c. Approve Job Descriptions
 - Administrative Clerk - Mailroom
 - Administration Associate
 - Cataloging Associate
 - Technical Services Specialist
 - Bookmobile Operator

Library Housekeeper
Cataloging and Archives Librarian

13. New Year's Eve Holiday decision
14. Review and Re-Approve 2012 Table of Organization Changes
15. Nicolet Federated Library System
 - a. Monthly update
 - b. Approve Library Service (Collection Development) Grant
16. President's report
 - a. Recommend Slate of Library Board Officers for January, 2013 Election
17. Director's report
18. Such other matters as are authorized by law
19. Adjournment

Notice is hereby given that action by the committee may be taken on any of the items which are described or listed in this agenda.


Terry Watermolen
President

