

MIDDLETON PUBLIC LIBRARY



Library Board Minutes

May 13, 2008

Board members present: Allen, Bornhofen, Fulton, Hilbert, Kozich, Olson, Smith, Viney

Board members absent: Soeteber

Staff present: Nelson

Others present: Pauline Harrop (President, Friends of the Library Board), Liz Dannenbaum (Head of Adult Services), Elizabeth Bauer (Head of Circulation Services), Rebecca Van Dan (Head of Young Adult Services)

Call to Order

The meeting was called to order by President Bornhofen at 6:32 p.m.

Minutes

Moved by Smith, seconded by Fulton, to approve the minutes of the April 8, 2008, meeting as distributed. Motion carried unanimously.

Approval of Monthly Expenditures Report

Moved by Allen, seconded by Kozich, to approve the April 2008 expenditures report as prepared. Motion carried unanimously.

Director's Report

Nelson reported on the following items:

- **April 2008 statistical summary.** Library use was up a solid, surprising 10% over the previous April. In addition, we experienced one of our best non-summer months for program attendance. Middleton continues to be the leader among resource sharing among the 40 LINK libraries.
- **Wisconsin Association of Public Libraries annual conference.** The results of an economic impact study ("The Economic Contribution of Wisconsin Public Libraries to the Economy of Wisconsin"), sponsored by the Department of Public Instruction and the Wisconsin Library Association Foundation, were reported by David Ward, President and founder of NorthStar Economics, at the Wisconsin Association Public Librarians annual conference earlier this month. Nelson will add it as an item on the June or July board meeting agenda.
- **Staff meeting reports.** Management staff met with City Administration Mike Davis on April 8th to discuss ways in which to orient the new library director to the community. At an April 24th meeting, discussion among the Circulation supervisory staff focused primarily on a number of issues related to the addition of a 3rd self-service checkout unit to the library's circulation services configuration: placement, signage, work flow, incentives, and security.

Library Director Recruitment and Hiring

Moved by Olson, seconded by Fulton, to convene into closed session in accordance with section 19.85(1)(c) of the Wisconsin State Statutes. Motion carried unanimously.

Present: Allen, Bornhofen, Fulton, Hilbert, Kozich, Olson, Smith, Viney, Nelson, Harrop, Dannenbaum, Bauer, Van Dan.

Moved by Allen, seconded by Fulton, to reconvene into open session.

Present: Allen, Bornhofen, Fulton, Hilbert, Kozich, Olson, Smith, Viney, Nelson, Harrop, Dannenbaum, Bauer, Van Dan.

Moved by Allen, seconded by Viney, that the following candidates be invited to interview for the position of Library Director:

- Lysianne Unruh, Director, Mount Horeb Public Library
- Richard MacDonald, Director, Baraboo Public Library
- Pamela Westby, Director, Sparta Public Library

Mark Troendle, Resource Librarian, Great River Regional Library, St Cloud, Minnesota, was designated as an alternate in case any of the above three candidates decline the invitation to be interviewed.

Motion carried unanimously.

The interviews will take place on the following days: Wednesday, June 4; Thursday, June 5; and Monday, June 9.

Bornhofen, Fulton, and Dannenbaum volunteered to compile a final list of interview questions, which will be distributed to all members of the search-and-screen committee.

Request to Carry Over Unused Vacation Beyond June 30th

Jason Boak, Library Assistant III for Acquisitions & Serials, requested permission from the library board to use his 2007 carryover vacation after June 30, 2008.

Moved by Allen, seconded by Olson, to grant this request. Motion carried unanimously.

Adjournment

Moved by Allen, seconded by Olson, to adjourn at 7:15 p.m.

Paul Nelson, recorder

Note: These minutes were prepared by Paul Nelson, Library Director. They are based on his notes as recorder and are subject to change at a subsequent meeting.