

MIDDLETON PUBLIC LIBRARY



Library Board Minutes Cardinal Room March 10, 2009

Board members present: Bornhofen, Fulton, Hilbert, Kozich, Olson, Otto

Board members absent: Smith, Soeteber, Westbury

Staff present: Struckmeyer and Westby

Call to Order

President Olson called the meeting to order at 6:35 p.m.

Minutes

Moved by Fulton, seconded by Hilbert, to approve the minutes of the February 10, 2009, regular meeting. Motion carried unanimously.

Approval of the Monthly Operating Expenditure Report

Discussion took place. **Moved by Bornhofen, seconded by Fulton, to approve the February Operating Expenditure Report. Motion carried unanimously.**

Public Comments

Youth Services Librarian, Amanda Struckmeyer was present to represent Youth Services and the Gaming Committee. She talked about how the newly formed committee had provided a plan for its use (as presented in the Director's Monthly Report). Struckmeyer emphasized how gaming provided a new kind of literacy that not only provides an opportunity to improve technical skills, but to build cooperation and relationships within the community. The staff is committed to incorporating exposure to books and promoting reading into all their program events. Discussion followed.

Director's Report

Westby's written Report included the following:

- Total circulation for the month of February increased by 7% over 2008.
 - Library patrons checked out 33.6% of the total circulation last month using the self checkout stations.
 - Interlibrary loans within the SCLS system increased by 10% over the past two years; and we loaned 13.5% more items in 2009 over 2007.
 - We added a new movie collection in Blu-ray format. MID is the first in SCLS. We started the collection with 50 titles and will incorporate more titles like we would our DVDs. This new format has been very popular.
- Discussion continued on the following topics:
- Need for more space and parking.

- Additional discussion took place in regards to new city developments and their impact to our library services, e.g. Global University and possible housing developments like Bishop's Bay. Should we consider expansion, a branch location or relocation?

Recovery Plan for Lost Items

The library board reviewed and discussed 4 possible plans to handle lost items and discussed the need to try to recover our estimated losses of \$1,200 in materials each month.

Moved by Hilbert, and seconded by Kozich, to authorize Westby to proceed with the steps necessary to enter into an agreement with Unique Management System. Motion carried unanimously.

Contract agreement is to be reviewed by city attorney and brought before the board at a future meeting.

Indoor Artwork

Sub-committee (Bornhofen, Kozich, Fulton) led the discussion regarding the indoor artwork fund from the expansion fund (2003/2004).

Motion was made by Bornhofen and seconded by Hilbert to accept the proposed artwork for the Archer Room. Motion carried unanimously.

Artwork for other areas were discussed, including a community involvement project. The sub-committee will research our options and discussion will continue at a later meeting.

Library Board Membership Terms

Library board membership terms were reviewed and discussed.

Green Power Tomorrow

Library utility costs for the past year were reviewed, along with a Green Power Tomorrow projection worksheet. GPT is a program through M G & E that allows one to purchase renewable energies, such as wind turbine generated energy. Estimated cost would be an increase of 9.36% for the library.

Motion made by Bornhofen, seconded by Fulton to send a letter to the city council in favor of a city-wide initiative to enter into the Green Power Tomorrow program, as way to help reduce the library's carbon footprint. Motion carried unanimously.

Proposals Using Gifts

Discussion took place regarding the proposed projects. The projects were identified during a recent long range planning session with the management team.

Motion made by Otto, seconded by Kozich to approve \$13,000 of the \$20,000 gift from Dorothy to fund the following: a desk to reconfigure the circulation workflow, PC projector set-up for the Archer Room and replace the projector in the storytime room, an additional display unit, book carts, and image center for the computer lab. Motion carried unanimously.

Mid-year Director's Evaluation

Discussion took place. Members were asked to send President Olson sample questions that could be used for an online survey. Olson will compile and present at the next meeting, when the specifics will be discussed.

Agenda items for next month's meeting

Items will include UMS agreement/contract, Long Range Plans discussion, and 6-month evaluation of the Director.

Adjournment

Moved by Hilbert, seconded by Bornhofen, to adjourn at 8:22 p.m. Motion carried unanimously.

Pamela Westby, recorder

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