

# MIDDLETON PUBLIC LIBRARY



## **Library Board Minutes Cardinal Room April 14, 2009**

Board members present: Bornhofen, Fulton, Hilbert, Kozich, Olson, Otto, Smith,  
Soeteber, Westbury

Staff present: Westby

### **Call to Order**

**President Olson called the meeting to order at 6:30 p.m.**

### **Minutes**

**Moved by Bornhofen, seconded by Otto, to approve the Minutes of the March 10, 2009, regular meeting. Motion carried unanimously.**

### **Approval of the Monthly Operating Expenditure Report**

**Moved by Bornhofen, seconded by Kozich, to approve the March Operating Expenditure Report. Motion carried unanimously.**

### **Report from the Indoor Artwork Sub-Committee:**

Discussion followed. No decision was necessary.

### **Director's Comments:**

Circulation statistics for March of 2009 were 6.5% higher than for 2008 and 31% higher than for 2005. Staff is exploring ways to help offset the increased workload, specifically by automating circulation processes using RFID. Estimated costs for an RFID project were reviewed. Other benefits to the system include inventory and security. The management team brainstormed short and long term goals and will be considered when planning for the 2010 budget and the final Long Range Plan document. Changes to the desk schedule due to a Family Medical Leave request from LAII position deemed it necessary for us to hire a temporary employee through the end of June. Building improvement and repair projects were reviewed. Middleton Public Library will have representation at the following events: SCLS Annual Meeting, WAPL Conference and ALA Conference. Westby is serving on the LINK Governance Task Force to address the concerns that relate to the governance of LINK Technology Services. Westby is also serving a one year term on the LINK Budget and Finance Committee. The implementation of the new ILS is moving forward, as the LibLime contract was signed and delivered. The Stimulus funding for public libraries is directed towards equalizing broadband access throughout the state. The impact to Middleton is uncertain, as details have not been released.

**Regular Agenda:**

**Contract with UMS:** Moved by Kozich, seconded by Fulton to approve this contract for signature. Motion carried unanimously.

**Request to carry over Unused Vacation Time:** Moved by Bornhofen, seconded by Fulton to approve the request for Sara Simpson, Kathy Rausch and Peter Matiash. Motion carried unanimously.

**Director's Evaluation:** Open ended. Outside input/responses will be discussed in Closed Session at the May 12, 2009, meeting.

**Revisions to Circulation Policy were presented:** Discussion followed. Smith moved to defer this subject to the May 12, 2009, meeting; seconded by Westbury. Motion carried unanimously.

**Reviewed Collection Development Policy.**

**Madison Community Fund Request:** Moved by Fulton, seconded by Bornhofen to approved this request. Motion carried unanimously.

**Next meeting will be held on May 12, 2009. Agenda will include Long Range Plans, proposed 2010 budget and 2010 capital requests.**

**Moved by Otto, seconded by Kozich to adjourn at 7:25 p.m. Motion carried unanimously.**

**Respectfully submitted by:**

**Sandra J. Smith, Secretary**

*Note: These minutes were prepared by Sandra J. Smith, Secretary. They are based on her notes as Secretary and are subject to change at a subsequent meeting.*