

MIDDLETON PUBLIC LIBRARY



Library Board Minutes Lower Level Staff Workroom November 10, 2009

Members Present: Fulton, Gillman, Hilbert, Kozich, Otto, Smith, Westbury

Absent: Bornhofen, Soeteber

Staff present: Westby

Call to Order: by President Kozich, at 6:30 PM

Minutes:

Moved by Gilman, seconded by Otto, to approve minutes of October 13, 2009. Motion carried unanimously.

Operating Expenditures Report:

Moved by Smith, seconded by Otto, to approve the October, 2009, Operating Expenditures Report. Motion carried unanimously.

Monthly reports:

Review and discussion of Director's Report, Librarians' Reports, and other Library-related reports.

From the Director's Report, a series of numerical indices shows increasing demand for library services. For example, circulation for the month exceeded that for the same month in 2008, and overall year-to-date circulation for 2009 continues to exceed year-to-date circulation in 2008 by 6%. (Self-service checkout continues to account for roughly 1/3 of total circulation, ~21,000 of 65,000 items). 75 programs were conducted in October, with a total attendance of 1719, and almost 75% of this total attended 53 children's programs. A sharp increase (12%) in use of lower-level quiet space was noted, relative to the same period in 2008. LINK borrowing and sharing continue to be sharply higher (+13%) relative to 2008 (19,000 total items). 30,000 visits to the Library were counted in October, using new sensor technology.

From other Library-related reports, a) South Central Library Service fees to Middleton (related to its participation in a Shared Automated Resources System Contract) will increase during 2010, though the projected cost increase is within then 2010 budget estimate. b) The 2010 Dane County budget provides for 100% operating expense reimbursement for library use by county residents subject to the county library tax. c) The proposed 2010 Library budget allocation from the City of Middleton (~ \$1.037 million)

meets the Maintenance of Effort(MOE) imposed by state statute, which is \$1,002,095.67 for 2010. The City Finance Committee has also recommended a \$20,000 capital request for a self checkout station.

Business:

SCLS Technology Agreement: Moved by Gillman, seconded by Otto, to approve an agreement to participate in a contract-based Shared Automated Resources System to be administered by SCLS (replacing the old LINK consortium contract). Motion carried unanimously.

Indoor Art Project: A printed summary of the proposed Origami Mural project was provided in the monthly Board Member's packet. In brief, the project budget will not exceed \$25,000, including a payment of \$15,000 to the artist, \$5,000 for public workshops, and \$5,000 for materials. An outreach component will be included to introduce community members to the accessible art of origami, and to build a shared sense of enthusiasm and ownership for the installation. Moved by Gillman, seconded by Smith, to accept and support the proposal as presented, pledging up to \$10,000 from a library account for public art set aside during the last major library renovation. (#204-5511-991) Expenditure of the pledged funds is contingent on successfully raising the remainder of the total budget, from external sources (e.g., grant proposals, and solicitation of contributions from interested parties). Motion carried unanimously.

Staff workspace modifications: Bids for relocation of cabinets from the main to lower level for a new Technical Services area were solicited Director Westby, and summarized for Board members. Total proposed cost across four bids ranged from slightly more than \$7000 to slightly less than \$1500, with the lower estimates provided by Middleton contractors. Moved by Gillman, seconded by Fulton, to accept the lowest bid by Hands On (Bob Paul), and approve renovation costs not to exceed \$1500. Motion carried unanimously.

Plans for a December gathering, including the Mayor, City Administrator, Alders, County Supervisors, and Board members, were summarized. This annual gathering event will precede the regularly-scheduled December Board meeting.

Adjournment: Moved by Fulton, seconded by Smith, to adjourn. Motion carried unanimously. Meeting adjourned at 7:25 PM.

Next meeting is December 8, 2009 at 6 p.m. in the Archer Rooms.

Respectfully submitted by

John Westbury, Secretary.

Note: These minutes were prepared by John Westbury, Secretary. They are based on his notes as recorder and are subject to change at a subsequent meeting.