

# MIDDLETON PUBLIC LIBRARY



## Library Board Minutes Archer Rooms (lower level) May 11, 2010

Members present: Bornhofen, Brar, Fulton, Kozich, Westbury [Brar replacing Hilbert as City Council representative]. Absent: Gillman, Smith, Soeteber

Staff present: Westby

Call to Order: by President Kozich, at 6:32 PM

### Minutes:

Moved by Fulton, seconded by Bornhofen, to accept and approve the meeting minutes from April 13, 2010. Motion carried unanimously.

### Expenditures Report:

Moved by Westbury, seconded by Fulton, to approve the April, 2010, Expenditures Report, amended to show \$60 total received into the Madison Community Foundation account, in place of \$50. Motion carried unanimously.

### Appointment of nominating committee for the election of new officers:

Bornhofen, Fulton, and Westbury agreed to serve on the committee.

### Monthly Reports:

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

From the Director's Report, the following highlights: 1) Total circulation in April, 2010, was slightly less (by about 0.5%) than in April, 2009, due mainly to a 6% drop in circulation of juvenile materials. Circulation of adult and young adult materials increased by 1% and 7%, respectively. 2) Self service checkout accounted for 34% of transactions. 3) Dynix holds (reflecting cross-library transactions) **from MPL** increased by 1%, and those **to MPL** increased by 9%, relative to 2009 transactions. The fact that borrowing to MPL exceeds borrowing from MPL may be an effect of recent reductions in the materials budget. 4) 29,181 visits to MPL were counted. 5) 57 programs were provided, and those were attended by 949 patrons. The great majority of programs and attendance were for and by children (42 and 795, respectively). 6) An endowment bequest of \$25,000 was received in memory of R.J. Duncan, to fund the on-going development of large-print collections held by MPL. The principal gift was transmitted to and will be managed by the Madison Community Foundation. 7) A grant award of \$5,000 was received by the Friends of MPL, from the Japan Foundation, in support of the origami mural project. A revised grant application is pending with the Dane County Cultural Commission, for additional support for the same project. A decision is expected by July 1, 2010.

### Business:

Moved by Bornhofen, seconded by Fulton, to accept as presented modifications to the Study Room policy. Motion carried unanimously.

Moved by Westbury, seconded by Bornhofen, to accept as presented modifications to the Appropriate Library Behavior Policy, but amended to strike a newly proposed section II, part G, relating to inappropriate behavior at libraries other than MPL. Motion carried unanimously.

Director Westby provided a graphical and numerical overview of certain gross financial summaries, for the years 1996-2008, inclusive. Annual totals were provided for a) actual and budgeted operating expenses, b) lost and paid book fund, c) gift fund, and d) endowment fund.

Proposed modifications to street signage identifying the MPL location were discussed. No action was taken. The Director has authority to expend relevant funds from the annual operating budget, subject to City approval of additions to existing signage.

Moved by Bornhofen, seconded by Fulton, to adjourn. Motion carried unanimously.

Adjourned at 7: 45 PM.

Next meeting June 8, 2010.

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.*