

# MIDDLETON PUBLIC LIBRARY



## Library Board Minutes Archer Rooms June 8, 2010 6:30 p.m.

Members present: Bornhofen, Brar, Gillman, Kozich, Smith and Soeteber.

Absent: Fulton, Westbury.

Staff present: Westby

Others present: Chris Clay and Rusty Shoemaker-Allen

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

Warm welcome and introduction of incoming board members: Clay and Shoemaker-Allen.

### Minutes:

Moved by Brar, seconded by Smith, to accept and approve the meeting minutes from May 11, 2010.

Motion carried unanimously.

### Expenditures Report:

Moved by Gillman, seconded by Smith, to approve the May, 2010, Expenditures Report. Motion carried unanimously.

### Presentation of slate of officers from the nominating committee for the election of new officers:

Bornhofen presented, on behalf of the committee (also comprised of Fulton and Westbury).

President: Marjorie Kozich, Vice President Sandy Smith and Secretary John Westbury.

Moved by Gillman, seconded by Brar to accept the slate as presented.

### 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 year-to-date circulation as of May, 2010, increased by 32.5% compared to the year-to-date May of 2005. 2) Self service checkout accounted for 34.2% of transactions. 3) Dynix holds (reflecting cross-library transactions) **Loaned to other LINK libraries** increased by 9.5%, and **Borrowed to other LINK libraries** increased by 23.4%, relative to 2007 transactions. *The fact that borrowing by MPL exceeds borrowing from MPL may be an effect of recent reductions in the materials budget.* 4) 27,673 visits to MPL were counted. 5) 27 programs were provided, and those were attended by 1607 patrons. 6) Staff reported on numerous projects to prepare for the migration to a new automated system, including an aggressive weeding and collection acquisitions; and in preparation for Summer Reading programming. 7) Howard Teal, Acting-Mayor appointed Clay, Hammes (replacing Otto), and Shoemaker-Allen at the Council meeting on June 1<sup>st</sup>. Terms begin July 1<sup>st</sup>. 8) Westby received the official documents supporting the agreement between the Library and MCF for the establishment of the Ralph Duncan Large Print Endowment Fund.

9) Reviewed the City of Middleton's Energy Block grant proposal. 10) The 2010 Hennen Report for Public Libraries rated Middleton as 7<sup>th</sup> in the nation for its population served category. The measurements are based on outgoing and incoming statistics. This is the 5<sup>th</sup> time out of the 10 years of the HAPLR ratings, that Middleton was named in the Top Ten. 11) A draft copy of the brochure for the *Join The Fold* (origami art project) was presented. The art committee continues to work on fundraising and grant support for the project. Westby will contact the Fire Inspector to ensure fire codes for public buildings are followed. 12) Outdoor Reading Cove project was completed and has received many compliments from the public.

Business:

Moved by Bornhofen, seconded by Brar, to accept as the Fundraising and Solicitation Policy with the changes discussed. Motion carried unanimously.

Moved by Gillman, seconded by Bornhofen, to accept the presented modifications to the Appropriate Behavior Policy (as recommended by the city attorney's office). Much discussion ensued. Moved by Brar, seconded by Bornhofen to postpone voting until next meeting. Motion carried, 4 in favor and 1 opposed.

Director Westby provided a spreadsheet showing the financial history of the Endowment Fund invested with the Madison Community Foundation, which was first established in 2004.

Endowment Fund proposal request was deleted from the agenda.

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

Adjourned at 7:32 PM.

Next meeting July 13, 2010.

Respectfully submitted by,

Pamela K. Westby, Library Director

*Note: These minutes were prepared by Pamela K. Westby. They are based on her notes as recorder and are subject to change at a subsequent meeting.*