

MIDDLETON PUBLIC LIBRARY



Library Board Minutes Archer Rooms (lower level) September 14, 2010

Members present: Brar, Clay, Gillman, Hammes, Kozich, Shoemaker-Allen, Westbury
absent: Smith, Soeteber; Shoemaker-Allen absent between 7:30-7:43 P.M.

Staff present: Westby

Police Department representatives present: Chief Brad Keil and Tom Adler

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

Minutes:

Moved by Gillman, seconded by Shoemaker-Allen, to accept and approve the meeting minutes from August 10, 2010. Motion carried unanimously.

Expenditures Report:

Moved by Gillman and seconded by Hammes, to approve the August, 2010, Expenditures Report. Motion carried unanimously.

Police Department request to locate a communications tower on the Library site:

Moved by Shoemaker-Allen, seconded by Gillman, to approve the request to locate a new tower to the East side of the Library, toward the rear of the building, contingent on a guarantee from the City that there will be no budgetary impact on the Library. Motion carried unanimously.

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 August, 2010, was higher (by about 2.6%) than in August, 2009. Total year-to-date circulation in 2010 is slightly greater (by 1.3%) than circulation for the same period in 2009. 2) Self service checkout accounted for 28% of transactions in August. 3) Dynix holds (reflecting cross-library transactions) **from MPL** totaled 19,200 items, and those **to MPL** totaled 21,400 items. Both totals are slightly greater than for the same period during 2009. 4) 21 programs were provided, attended by 688 patrons. The great majority of programming was for children (15 programs, attended by 583 patrons). 5) Migration from Dynix to Koha (automated library system software, for circulation and cataloging) will launch in January, 2011, replacing a system in use for the past 16 years. 6) 33,755 visits to the Library were counted in August, 2010. 7) A reception celebrating Japan for the Day will be held on Monday, September 20.

Business:

Updates were provided by Director Westby and President Kozich, on the "Join the Fold Origami" project. The fundraising goal (\$15,000) for the project has been met, assuming all pledges materialize. Funding was obtained from a combination of civic, corporate, and private sources, including grants

from the Pleasant Rowland Foundation, the Japan Foundation, the Dane Co. Cultural Affairs Commission, and a contribution from Culvers Restaurants.

The 2011 MPL Budget proposal was reviewed. Moved by Westbury, seconded by Brar, to approve the budget proposal as presented, subject to an increase above the total statutory funding requirement of \$1,027,055, so that the book budget line would total \$175,000, roughly equal to the book allocations in 2007 and 2008. The total request for funding from the City will be \$1,041,631. Motion approved unanimously. Moved by Brar, seconded by Gillman, to approve a capital budget request of \$180,000, to complete funding for the automated tag-based (RFID) processing system for book returns. Motion approved unanimously.

A subcommittee was formed to evaluate Director Westby. Subcommittee members include Brar, Kozich, Smith, and Westbury.

Moved by Gillman, seconded by Smith, to approve a proposed list of Library-closed dates for 2011. Motion carried unanimously.

Moved by Gillman and seconded by Hammes, to adjourn. Motion carried unanimously. Adjourned at 7:55 PM. Next meeting October 12, 2010.

Respectfully submitted by,

John Westbury, Secretary

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