

MIDDLETON PUBLIC LIBRARY



Library Board Minutes Archer Rooms (lower level) January 11, 2011

Members present: Clay, Hammes, Kozich, Shoemaker-Allen, Smith, Soeteber

Absent: Brar, Gillman and Westbury

Staff present: Westby

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

Minutes:

Minutes were not available from Westbury at this time. Moved by Smith and seconded by Shoemaker-Allen, to review the December minutes at the February meeting. Motion carried unanimously.

Expenditures Report:

Moved by Smith, and seconded by Hammes to approve the December, 2010, 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, the following highlights: 1) The December 2010 **total circulation** was up by 1.2% over last year's December. The yearlong tally showed an increase of 1.11% over last year, which is 8,830 items more than last year (from 794,666 to 803,496), an all-time high for Middleton. Comparing Middleton's **total circulation growth** to other LINK libraries in the South Central Library System, our percentage growth of 1.11% is slightly lower than the average growth of all non-Madison Public Libraries (1.87%); and higher than the average Madison Public Library locations (-1.92%). MID ranked third highest in circulation activity in the entire system, behind Madison's Sequoya (1,054,609) and Central (817,150) locations. 2) Self service checkout accounted for 36.8% of transactions in December. 3) Compared to last year's December to this year's, Middleton's **sharing with other LINK libraries** was up in both the *Loaning To* and *Borrowing From* categories, +.05% and +3.6% respectively. In 2010, MID ranked second highest in the number of items loaned to in comparison to other LINK libraries with 17,893 (Madison Central: 38,542); and ranked third highest in the number of items borrowed from compared to other LINK libraries with 19,289. 4) In December of this year, there were 20 library programs, attended by 774 patrons. Comparing the numbers to last year, we offered 4 fewer events, but raised attendance by 125% (from 338 to 774). 5) 26,906 visits to the Library were counted in December 2010, compared to 24,921 visits counted in December 2009; representing a true-count increase of 7.9%. 6.) Walk-in laptop WI-FI access sessions totaled 767 in December, an average of 28 sessions per day. 7.) The migration to KOHA software

(supporting circulation functions) has been postponed to February 14, 2011.

Business:

Moved by Soeteber and seconded by Smith, to authorize Kozich and Westbury to sign the 2011 contract with Dane County Library System for Extension of Service.

Review and discussion of the current fines and fees structure on overdue and lost items. The Library Board entered into an agreement with UMS to recover lost items in June of 2009.

Moved by Smith, seconded by Shoemaker-Allen, to convene into closed session in accordance with Wisconsin State Statue 19.85(1)(c), to discuss employee compensation and performance evaluation data. Motion carried unanimously. Moved by Smith and seconded by Soeteber, to exit closed session, returning to open session. Motion carried unanimously.

Moved by Clay and seconded by Hammes, to adjourn. Motion carried unanimously. Meeting adjourned at 7:50 PM. Next meeting February 8, 2011.

Respectfully submitted by,

Library Director Pamela K. Westby

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