

MIDDLETON PUBLIC LIBRARY



Library Board Minutes Archer Rooms (lower level) June 14, 2011

Members present: Brar, Clay, Gillman, Hammes (until 7:30 PM), Kozich, Shoemaker-Allen, Smith, Westbury

Absent: Soeteber

Staff present: Westby

Public attendee: Irish

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

Minutes:

Moved by Brar, seconded by Gillman, to approve minutes of May 10, 2011. Motion carried unanimously.

Operating Expenditures Report:

Moved by Smith, seconded by Brar, to approve the May, 2011, 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, selected points of interest:

(1) Circulation for May, 2011, was 4% below that for the same month in 2010. Year-to-date total circulation lags that of 2010 by about -5.5%. Cross-library borrowing, from and to MPL, was also reduced relative to April, 2010, by about 16%. Self service checkout services continue to account for about 30% of processed items.

(2) Total programs and attendance for the month were 46 and 2581, respectively. Most programs were for children (29/46), accounting for 1915 attendees. Nine programs for teens, with 544 total attendees, represented end-of year school visits. Total visits were 27994, compared to 27673 in April, 2010.

(3) Many patrons now seem to use the Library as a wifi portal.

(4) New Board members Lisa Helmuth and Anne Irish will begin service in July, 2011.

(5) Courtney Prest (Middleton High School) was awarded the 2011 Friends of MPL scholarship.

Business:

Moved by Gillman, seconded by Smith, to accept the slate of Board officers for 2011 (Shoemaker-Allen, President; Clay, Vice-President; Hammes, Secretary). Motion carried unanimously.

Moved by Gillman, seconded by Brar, to approve a vacation-hour carryover request by Katie O'Brien. Motion carried unanimously.

Potential capital outlay requests for 2012-2017 were discussed. Moved by Brar, seconded by Smith, to request self-checkout purchase and relocation, and furnace and HVAC replacements in 2012

(highest priority relative to other possible requests); and, architectural planning for expansion in 2013 (second priority). Other possible requests (e.g., solar panels; renovation for/construction of additional meeting space [replacing the former Cardinal Room]) may be made subject to more detailed specification and planning. Motion carried unanimously.

Moved by Gillman, seconded by Brar, to approve and sign a Beyond the Page Agreement (relating to county-wide fund-raising subject to a recently awarded NEH challenge grant). Concerns were raised about the Board of Trustees role in fundraising activities. Motion carried 6 (Yes) to 2 (No).

Moved by Gillman, seconded by Shoemaker-Allen, to approve proposed changes to the Circulation Policy, subject to modification of paragraphing on p. 2, and of phrasing on p. 6 (returning to original language relating to *processing fees*). Motion carried unanimously.

Moved by Gillman, seconded by Shoemaker-Allen, to approve a new Social Media Policy, as presented, pending review by city attorney. Concerns were raised about the subjective language of the policy, and about the possible workload associated with its day-to-day implementation. Motion carried 5 (Yes) to 2 (No).

Review of Board Bylaws was postponed until the July meeting.

The current MPL staffing structure was reviewed. No action was necessary.

Moved by Gillman, seconded by Smith, to adjourn. Motion carried unanimously. Meeting adjourned at 8:05 PM.

Next meeting July 12, 2011.

Respectfully submitted by,

John Westbury

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.