

MIDDLETON PUBLIC LIBRARY



Library Board Minutes Archer Rooms (lower level) August 9, 2011

Members present: Brar, Clay, Gillman, Helmuth, Irish, Kubiak, Shoemaker-Allen, Soeteber

Absent: Hammes

Staff present: Library Director Westby

Call to order: President Shoemaker-Allen at 6:30 PM

Approval of Minutes: Moved by Brar, seconded by Gillman, to approve minutes of July 12, 2011. Proposed by President Shoemaker-Allen to correct typographic error (under Business: Request to revised). Motion carried unanimously.

Expenditure Reports: Moved by Gillman, seconded by Brar to approve July 2011 Library Expenditures Report. Motion carried unanimously.

Monthly Reports: Review and discussion of
Director's Report -

Statistics

At the time report was being prepared, July 2011 statistics were unavailable. Director Westby was able to amend verbally. (Revised Statical Report was released electronically on Wednesday, August 8, 2011.) Data shows a continued drop in circulation numbers system-wide, possibly due to an increased use of online and electronic resources. A decrease of 5-6% in resource sharing among branches was also noted. These trends will be monitored closely. On an optimistic note, Middleton Public Library continues to hold it's position as 2nd highest use library among SCLS branches behind Madison/Sequoia.

Budget

CIP projects for 2012-2016 were presented showing proposed costs and priority ranking.

Librarians' Reports -

- Faculty and Grounds report of some roof leaking in July. Repair work covered under warranty. Hail damage to roof in April will necessitate total replacement - hopefully this season.
- Programming report that summer reading and related activities were well attended and in some cases final numbers exceeded expectations.

Business:

2012 Budget Proposal - Operating Budget

Motion to approve by Gillman, seconded by Soeteber. Motion carried unanimously.

Subcommittee reports -

Library Board Bylaws Review -

Board President Shoemaker-Allen reported that with subcommittee members Clay and Irish, amended wording to bylaws had been discussed in subcommittee meeting directly preceding full Board meeting. Proposed changes to be submitted to Director Westby who would look them over and present them to attorneys for review. It is expected that amendments will be before the Board and next month's meeting for probable action.

Personnel Subcommittee -

Board President Shoemaker-Allen, along with subcommittee members Gillman and Soeteber were set to meet after the August 9 Board meeting to begin discussion/preparation for Library Director's performance review. A detailed report to be presented to Board at next month's meeting.

Adjourn: Moved by Gillman, seconded by Brar, to adjourn. Motion carried unanimously.

Adjourned at 7:10 PM.

Next meeting: Tuesday, September 13, 2011 at 6:30 PM

Submitted by, Chris Clay

Note: Minutes were prepared by Chris Clay based on his notes and are subject to change as needed.