



Library Board Minutes
Archer Rooms (lower level)
December 13, 2011

Members present: Brar, Clay, Gillman, Hammes, Kubiak, Shoemaker-Allen

Absent: Helmuth, Irish, Soeteber

Staff present: Library Director Westby and LA II Light

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

Approval of Minutes: Moved by Kubiak, seconded by Hammes, to approve minutes of November 8, 2011. Motion carried.

Expenditure Report: Moved by Gillman, seconded by Brar to approve November 2011 Library Expenditures Report with correction of redundancy in reporting of Radiolabs expenditure for \$324.75 under both 420 and 410 categories. Motion carried.

Monthly Reports:

Director's Report -

Pamela presented a report to the Board into the functioning and non-functioning KOHA Modules. Study into the subject as well as solutions and alternatives is ongoing.

Statistics

- Circulation numbers down slightly compared to November 2010. YTD is -4.77%, however Middleton Public Library managed the second highest circulation numbers in the system behind the Sequoya branch.
- Number of items borrowed and loaned down for the month.
- Self-Service checkout use continues to rise (43.9%).
- Program attendance continues to be very good, improving over last year.

Business:

- Gillman moved to approve the 2012 Operating budget. Move was seconded by Brar. Motion carried.
- Gillman made a motion to discuss a proposal to consider closing the library the day after Thanksgiving 2012. Hammes seconded the motion. After some discussion, Brar moved to table

the discussion until the January 13th meeting pending the introduction of further data regarding library use on the day in years past. Gillman seconded the motion.

- Hammes moved to approve proposed changes to the Library Board's Bylaws. Gillman seconded. After changing Article IV. Section 4 letter C to read "bills or expenditures" all changes were unanimously approved.
- Brar made first motion to discuss a request from Head of Young Adult Services to conduct an after-hours Teen program in August 2012. Gillman seconded. Brar then made motion to table discussion and approval until January 13th meeting pending further information, and in-person presentation to the board by Rebecca Van Dan to address Board's questions and concerns. Kubiak seconded the motion. Motion carried.
- Brar made motion that Board approve 2012 Contract for Extension of Service with the Dane County Library System. Hammes seconded motion. Board approved.

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

Next meeting: Tuesday, January 10, 2012 at 6:30 PM

Submitted by, Chris Clay

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