



**Library Board Minutes  
Archer Rooms (lower level)**

**June 12, 2012**

**Members present:** Brar, Clay, Gillman, Helmuth, Irish, Kubiak, Soeteber

**Absent:** Hammes, Shoemaker-Allen

**Staff present:** Library Director Westby

**Call to order:** Vice President Elect Gillman at 6:30 PM

**Approval of Minutes:** Moved by Brar, seconded by Kubiak to approve minutes of May 8, 2012 meeting. Motion carried unanimously.

**Expenditure Report:** Moved by Brar, seconded by Soeteber to approve May 2012 Expenditures Report. Motion carried unanimously.

**Business:**

1. Motion by Brar, seconded by Soeteber to elect 2012-13 Board Officers as presented at May 8 meeting. Motion carried unanimously to elect Hammes as President, Gillman as Vice President, and Kubiak as Secretary.
2. Motion by Soeteber, seconded by Irish to approve Long Range Plans 2012-2015 as presented. Motion carried unanimously.
3. Motion by Helmuth, seconded by Irish to approve 2012 Capital Improvement Project-Replace HVAC controller according to bid from contractor. 6 votes to approve, 1 abstention (Brar). Motion carried. Item was scheduled to be brought before the City Council June 19.
4. Motion by Soeteber, seconded by Irish to approve Capital Improvement Projects for 2013 with the issue of Space being number 1 priority. 6 votes to approve, 1 abstention (Brar). Motion carried.
5. Presentation of Director's Report. May 2012 saw a YTD increase in both circulation numbers self check-out use, and overall library visits. Library card issuances were down, but Loaned to and From figures are up. Library is currently seeking a Head of Circulation Services Librarian to replace Elizabeth Bauer who would be leaving MPL after nearly 19 years of service.

**Adjourn:** Moved by Soeteber to adjourn, seconded by Brar. Motion carried unanimously. Gillman adjourned meeting at 7:05 PM.

**Next meeting:** Tuesday, July 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.*