



**Middleton Public Library Board
Minutes
August 14, 2012
6:30 p.m.
Archer Rooms on the Lower Level**

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

Absent: Shoemaker-Allen

Staff present: Library Director Westby, Library Assistant II Rebecca Light

Also in Attendance: Lucas Schneider

Call to order: President Hammes at 6:30 PM

Approval of Minutes: Moved by Gillman, seconded by Brar to approve minutes of July 10, 2012 meeting. Motion carried unanimously.

Expenditure Report: Moved by Gillman, seconded by Soeteber to approve July 2012 Expenditures Report. Motion carried unanimously.

Business:

1. Motion by Gillman, seconded by Clay to approve the use of Contingency Funds for the emergency replacement of the air compressors. Motion carried unanimously.
2. Motion by Gillman, seconded by Irish to approve the use of Gift Funds for the exhibit case upgrade project, not to exceed \$425.00. Motion carried unanimously.
3. Presentation of Director's Report. Pledge update for Beyond the Page endowment campaign. KOHA progress update, including postponement of letter of response mentioned in July 2012 meeting minutes. Update on County-wide Trivia Event taking place on October 20th at Food Concepts. A special thanks to Rebecca Light for her efforts using Flickr to post library photographs. There was no objection to Westby's proposal to offer the one-year Information Technology Intern candidate a stipend using budgeted but not accepted staff benefit funds.
4. Motion by Gillman, seconded by Soeteber to approve the Employee Handbook. Motion by Brar, seconded by Irish to table the decision until the September 2012 meeting when a finalized version will be presented to the board. Motion to table carried unanimously.
5. Motion by Gillman, seconded by Brar to approve the 2013 Library Closings. Day before Thanksgiving Day date corrected, changed to Wednesday, November 27. Motion carried unanimously.

6. Motion by Irish, seconded by Gillman to revise the Meeting Rooms Policy to reflect updated equipment list. Motion carried unanimously.
7. Review of 2013 contract for ILS & Technology Services with SCLS, will take action at September 2012 meeting.

Adjourn: Moved by Brar, seconded by Irish. Motion carried unanimously. Hammes adjourned meeting at 7:11 PM.

Next Meeting: Tuesday, September 11, 2012 at 6:30 PM

Submitted by Jill Kubiak

Note: Minutes were prepared by Jill Kubiak based on her notes and are subject to change or revisions as requested.