



**Middleton Public Library Board Meeting
Minutes
September 9, 2012**

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

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 Brar, seconded by Gillman to approve minutes of August 14, 2012 meeting. Motion carried unanimously.

Expenditure Report: Moved by Shoemaker-Allen, seconded by Brar to approve August 2012 Expenditures Report. Motion carried unanimously.

Business:

1. Presentation of Director's Report. Pledge update for Beyond the Page endowment campaign.
2. A special thank you from the Board to the family of Catherine Tanner for their generous giving on her behalf. Memorials will go into a newly created fund for children's services and called "Katie's Kids."
3. Motion by Gillman, seconded by Soeteber to approve the Employee Handbook without the inclusion of the checklist. Motion carried unanimously.
4. Motion by Shoemaker-Allen, seconded by Brar to approve the 2013 contract for ILS & Technology Services with SCLS with a cover letter stating that the expectation is that SCLS will act on our behalf and not on a third party's, as recommended by City Attorney. Motion carried unanimously.
5. Motion by Shoemaker-Allen, seconded by Clay to approve the revisions to the Exhibit Policy. Motion carried unanimously.
6. Motion by Brar, seconded by Soeteber to convene into Closed Session. The Middleton Public Library may convene into closed session in accordance with Wisconsin State Statutes sections 19.85(1)(c) regarding employee benefits and compensation. Motion carried unanimously. Motion by Brar, seconded by Shoemaker-allen to reconvene into open session. Motion carried unanimously.

Adjourn: Moved by Brar, seconded by Clay. Motion carried unanimously. Hammes adjourned meeting at 7:01 PM.

Next Meeting: Tuesday, October 9, 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.