



**Middleton Public Library Board Meeting  
Minutes  
September 10, 2013  
Leonard Archer Room on the Lower Level**

**Members present:** Blank, Clay, Gillman, Helmuth, Irish, Kubiak, Soeteber, Tucker

**Absent:** Share

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

President Kubiak called the meeting to order at 6:30 PM.

**Approval of Minutes:** Moved by Gillman; seconded by Clay to approve minutes from the August 13, 2013 meeting. Motion carried, with 7 in favor and 1 abstention.

**Expenditure Report:** Moved by Gillman; seconded by Irish to approve the August 2013 Library Expenditures Report. Motion carried unanimously.

**Business:**

1. Moved by Gillman; seconded by Blank to approve the 2014 Library Closing Dates, as presented. Motion carried unanimously.
2. Presentation of the Director's Report. Circulation was down slightly compared to last year, but programs and attendance was up. The City of Middleton's Citizen Satisfaction Survey rated the library at a 95% satisfaction rate. Staff brainstormed ways to help expand the library's makerspace offerings, community involvement and social media communication at the August All Staff In-service. The front entry sidewalk has been repaired and the landscaping completed. City passed a resolution to request exemption from the county tax. Middleton's support is close to being at the legal minimum level at 109%.
3. President Kubiak reported that the Marketing and Promotions sub-committee had not met, but did will meet after the October library board meeting. Thanks to members of the library board, the library had a presence at the Good Neighborfest and at Kromrey Middle School's and Sauk Trail's Back to School Nights. The buttonmaker and

visible and accessible locations were the main reasons the events were so successful. The next meeting is scheduled to follow the October library board meeting.

The following items were made available to members of the Library Board trustees: trustee membership contact list, binders, printed copies of Wisconsin State Statute Chapter 43 (which pertains to public libraries), and Robert's Rules resources. Members were also given library buttons with the new logo, library book bags and Middleton Public Library gold cards. A group photo was taken in the library proper.

**Next meeting:** Tuesday, October 8, 2013 at 6:30 PM.

**Adjourn:** Moved by Gillman; seconded by Helmuth. Motion carried unanimously. President Kubiak adjourned the meeting at 7:40 PM.

Submitted by Library Director Pamela K. Westby

*Note: Minutes were prepared by Pamela K. Westby based on her notes and are subject to change or revisions as requested.*