



## Library Board Meeting Minutes July 10, 2018

The meeting was called to order by President Cindy Zellers at 5:30 p.m.

**Present:** Robert Burck, David Reed, Roshelle Ritzenthaler, Robert Seltzer, Jeremiah Tucker, Courtney Ward-Reichard, Thomas Yost, Cindy Zellers, Library Director Jocelyne Sansing and Administrative Librarian Rebecca Light.

**Absent:** MaryBeth Paulisse

### 1. Public Comments:

No members of the public were present.

### 2. Approval of Minutes of the June 12, 2018 Library Board meeting (action item):

Moved and seconded. Motion passed unanimously.

### 3. Approval of Vendor Report June 2018 (action item):

Moved and seconded. Motion passed unanimously.

### 4. Old Business

- a. Treasurer's Job Description (**action item**): Director Sansing expressed the need for this position to assist with the gift and donation reporting for the library, as well as, serve on the Development Committee. The job description is as follows: "*The Treasurer will assist the library staff in managing the gifts and donations to the library.*" Reed and Seltzer commented on how this position will not be involved in day-to-day budget operations and focus on gifts and donations with the Development Committee. There may be a need to, at times, meet with the City Finance Dept. and/or Friends of the library.

Moved and seconded. Motion passed unanimously.

- b. Readmobile service update: Middleton Outreach Ministry will be approached regarding the possibility of hosting a space for the Dane County Readmobile on a pilot basis.

### 5. Committee Updates

- a. Personnel: None at this time.
- b. Building: First two meetings with HGA have been productive and the project is moving forward.
- c. Development: This committee is on hiatus while a larger group works on the HGA project.

**6. Liaison Updates**

- a. City Council: no update.
- b. Friends: do not meet in the summer. Will reconvene in September.
- c. MCPASD: preparing for the referendum. All information can be found at <https://mcpasd.k12.wi.us/referendum2018>
- d. Community: further public input sessions will be put together for August and Sept.

**7. Director's Update/Library Board Report Review/Staff Presentation**

- a. Director Sansing and R. Light presented on highlights from the 2018 ALA conference in NOLA. This included information on social sustainability, flexible building spaces, advocacy, organizational culture/staff satisfaction/recognition, and fundraising. The two reported on how important conferences like this are for continuing education, and will share the same presentation with the library staff.

**8. New Business**

- a. Trustee's Training Week: in August, the SCLS will again host a series of free webinars intended as training for library board members. This year, trustees are encouraged to participate if they are able, but there will be no group viewing of the webinars. In addition, the webinars should be available for on-demand viewing after the week is over.

**9. Next Meeting:** August 14, 2018 at 5:30pm

**10. Adjourn (action item):** Moved and seconded. Meeting adjourned.

*Recreated from lost minutes and approved at the 10/9/2018*

*Motion made by R. Seltzer, Second by D. Reed, all approved.*