



Milton Public Library
Milton, WI

Board of Trustees
March 26, 2014
7:00 pm

AGENDA

1. Call to order.
2. Approval of Agenda.
3. Approval of Minutes: February 26, 2014
4. Approval of Expenditures for March, 2014
5. Director's Report:
 - a. President's Report on ALS activities
6. New Business:
 - a. Approve: donation of framed photo taken by former MPL Board President John Berg: gift of Ann Keen-Berg
 - b. Fundraising Feasibility Study – final report: Jodi Sweeney
7. General Items.
8. Next meeting: Wednesday, April 23 at 7:00 p.m.
9. Motion to Adjourn.

**PROCEEDINGS OF THE
MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES**

February 26, 2014

Call to Order: The meeting was called to order at 7:00 P.M. by President Bill Wilson. Present: Tim Schigur, Annette Smith, Rose Stricker, Bill Wilson, and Director Brooks
Excused: Deb Dean, Jen Schuetz and Anissa Welch

Approval of Agenda: Schigur moved approval of the Agenda as distributed, seconded by Smith. Motion was approved unanimously.

Approval of Minutes: Stricker moved approval of the minutes of the meeting of January 16, 2014 meeting as distributed, seconded by Schigur. Motion was approved unanimously.

Approval of Expenditures: Director offered brief comments regarding a few specific items indicating that most were routine. Acceptance of the expenditure report was moved by Schigur and seconded by Smith. The motion was approved unanimously.

Director's Report

The Director indicated that there were 38 applicants for the part-time (approximately 12 hours per month) position. Chris Watson was selected and will be starting soon.

The Director also indicated that a fund transfer of \$ 4,014 from the Reserve Fund to the General Fund will be required to cover 2013 expenses. The over-expenditure was anticipated. Smith moved and Stricker seconded a motion to transfer \$ 4,014 from the Reserve Fund to the General fund. The motion was approved unanimously.

Arrowhead Library System Report

Bill Wilson indicated that he was unable to attend the last Arrowhead meeting due to being out of town on a business trip. However, he also reported that work is underway on a Memorandum of Understanding and that it would be reviewed by the ALS Board at their March meeting. Several meetings have also been held in preparation for the ALS move to the Shaw Building.

New Business

The Director presented the draft annual report and noted that program attendance for 2013 was considerably higher than in 2012. Schigur moved and Stricker seconded a motion to approve the annual report as presented. The motion was approved unanimously.

Wilson reviewed recent meetings and scheduled meetings regarding the Library expansion and indicated that the report on fund-raising potential will be presented by Jodi Sweeney of the Sweeney Group at the March Board meeting.

Director Brooks presented a draft of a new Mission statement for the Library. Mr. Wilson explained that it was the result of wanting to have a more active statement for use in applications for funding from foundations. Stricker moved and Smith seconded a motion to approve the new Mission statement as presented. The motion was approved unanimously.

Library staff member Justin Watson provided a demonstration of a "makey-makey" for the Board and visitors and a brief discussion ensued regarding makerspaces.

The next meeting will be held Wednesday, March 26, 2014 at 7:00 PM.

Adjournment

Smith moved adjournment and Schigur seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:40 PM.

Respectfully Submitted,
William J. Wilson

Library Expenditures
March 2014

Amazon Books and AV	\$ 2,078.84
Microsoft Publisher software	\$ 93.99
Baker & Taylor Books	\$ 646.57

DIRECTOR'S REPORT

ACTIVITIES

I attended meetings with: ALS directors, Brett Frazier, City Treasurer, ALS tech group, and Martha Gammons to discuss PR for Milton Reads.

Young Adult Librarian Ashlee Kunkel was named the recipient of the Mayoral Commendation for Commitment to Excellence for the City's 2013 Commitment to Community Awards.

City Department Heads were asked to nominate an employee. Here was my submission for Ashlee:

Ashlee is hard-working and consistently goes beyond her assigned work. She is never content to merely follow the job description, but has made an impact in several areas of the Library. She is a take-charge person who is able to present creative ideas and communicate the benefits. She also learns new technology quickly and is able to help patrons with it.

Ashlee has helped develop several community partnerships in Milton, including the Youth Center and with several Milton teachers and school librarians. She now holds monthly book talks at Northside and has hosted several programs together with a teacher and/or librarian.

She has assisted in policy writing, is successfully improving the accuracy and appearance of the library catalog, and is developing a highly successful Young Adult program. Ashlee keeps current with popular culture and technological advances that interest young adults. This has helped her increase participation in our young adult events.

It is clear that Ashlee cares about the people in Milton and works hard to serve them beyond expectations.

Milton Reads 2013: The Hundred-Foot Journey

- Free Book Giveaway- Monday, April 1. We're kicking off Milton Reads by giving away free copies of *The Hundred-Foot Journey*. Stop by anytime to enter a drawing to win.

- Book Discussion – Monday, April 28 at 6:30 pm. To celebrate the food-themed story, French desserts will be served.

- Movie Tickets Giveaway - The 2014 big screen adaptation of *The Hundred-Foot Journey* hits theaters August 8. Check out a copy of the book and you're automatically entered to win two tickets to the movie!

ACTIVITIES

Date	Program	Children	Young Adult	Adults @ Kid's Events	Adults Only	Total
Storytimes						
February 4	Preschool			14	11	25
February 11	Preschool			17	14	31
February 18	Preschool			15	10	25
February 25	Preschool			15	11	26
Children						
February 3-28	Valentine Card			14		14
February 10	Book Tasting			0		0
February 14-17	Great Library Bird Count			4	2	6
February 28	Dr. Seuss Party		2	22	11	35
February 3	Cub Scout Tour			8	6	14
All Ages-Children						
February 8	Mammals of Wisconsin			2	1	3
February 27	Early Release Movie Day		1	2	1	4
Teens						
February 1	Mod Podge	2	3	1		6
February 7	Wired Afterhours		13			13
February 21	Iron Chef	4	5	1		10
All ages - Teens						
February 9-15	Fictional Crushes	1	1	2		4
Adults						
February 25	Gentle Dog Training	14	6	5		25
February 19	Mystery Book Club	7				7
One on One						
Feb 3-26		18				18
Proctoring						
Feb 5-25		6				6

UPCOMING

April 25-27 – Friends Book Sale

April 23 – Library Board Meeting

May 21 – Library Board Meeting

NEW BUSINESS

Ann Keen-Berg would like to donate an award-winning photo taken by her husband John Berg, who passed away in 2013 and served on both the MPL and Arrowhead Library System Board. She will have it framed or put on canvas as the Board wishes and would like to have it accompanied by a plaque remembering John's service.