



**MILTON PUBLIC LIBRARY
MILTON, WI 53563**

**BOARD OF TRUSTEES
October 22, 2014
7:00 p.m.**

AGENDA

1. Call to order
2. Approval of Agenda
3. Approval of Minutes: September 24, 2014
4. Approval of Expenditures for October, 2014
5. Director's Report
 - a. President's Report on ALS activities
6. New business:
 - a. Discussion and possible action: Establish Library Board subcommittee that will work with the Milton College Preservation Society Board to discuss the storage and display of college archives and artifacts in expanded library space
 - b. Discussion and possible action: Board meeting dates in November and December
 - c. Expansion and Fundraising Update
7. General Items
8. Next meeting: Wednesday, November 26, at 7:00 p.m.
9. Motion to Adjourn

Adjournment

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

September 24, 2014

Call to Order: The meeting was called to order at 7:01 P.M. by President Bill Wilson. Present: Wilson, Rose Stricker, Annette Smith, Jen Schuetz, Deb Dean, Anissa Welch, Tim Schigur and Director Brooks. Absent: None Guest: Al Hulick

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

Approval of Minutes: Welch moved approval of the minutes of the meeting of August 27, 2014 meeting as distributed, seconded by Schuetz. Motion approved unanimously.

Approval of Expenditures: Director Brooks noted most items were routine. Acceptance of the expenditure report was moved by Schigur and seconded by Smith. The motion was approved unanimously.

Director's Report:

Brooks received a request for a place in the library to display veteran's flags. It is too early in the expansion project to make any promises to groups or individuals wanting to use display space in the library. Brooks will continue to collect requests and the Board will consider them as we progress through the library expansion. Brooks is doing research on the first librarian of the MPL for the expansion. Spark Labs continue to be popular; many events have waiting lists.

Arrowhead Library System Report: The last meeting of the ALS took place in Orfordville and included a tour of the new Orfordville Library.

New Business

a. *Discussion and possible action: 2015 library closings.*- July 4 falls on a Saturday in 2015. Brooks recommends closing Sunday as well during that weekend. Stricker moved to close the library on Sunday, July 5, 2015, for the holiday weekend. Smith seconded. Motion passed unanimously.

b. *Expansion update:* 100 Women Campaign; up to 128 women now; the dinner is scheduled for October 16. The campaign has been very successful to date. 300 copies of the capital campaign brochure now available. A representative from the Batterman Foundation will be onsite Monday, Sept. 29 to view the expansion project as a follow up to a grant that Brooks submitted to the Foundation.

General Items: None

Adjournment

Schuetz moved adjournment and Stricker seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:33 P.M.

Next meeting: Wednesday, October 22, at 7:00 p.m.

Respectfully Submitted,

Deborah Dean

Library Expenditures
October 2014

Amazon Books and DVDs	\$ Available at meeting
Baker & Taylor Books	\$ 1,122.41
Crystal Computers Public PC Repairs	\$ 850.00
Recorded Books Audiobook Replacement Discs	\$ 13.90

DIRECTOR'S REPORT

HIGHLIGHTS & ACTIVITIES

I attended meetings with: ALS directors, City Council, MPL Friends of the Library, various campaign committees, Finance Director Dan Nelson, and City Department Heads. I was also on the interview team for filling the City Clerk position.

The Mystery Book Club met on September 17, led by Ethel Himmel. There were 10 in attendance.

Crystal Computing repaired several public computers in September.

The annual state elevator inspection revealed the phone does not work in the elevator. CenturyLink has been working on the problem.

I presented the 2015 library budget proposal to City Council at the October 14 Budget Workshop.

STAFF

Justin and Angela attended "Happy at Work", a continuing education class on library customer service presented by DPI on October 10.

I attended a WiLS workshop, "Raising Visibility for the Library in the Community" on September 26.

Both Ashlee and I are currently taking continuing education classes through UW-Madison School of Library & Information Studies. Ashlee is enrolled in a youth services management course and I'm taking a class in data analytics.

ACTIVITIES

<u>Date</u>	<u>Program</u>	<u>Children</u>	<u>Young Adult</u>	<u>Adults @ Kids' Events</u>	<u>Adults Only</u>	<u>Total</u>
Storytimes						
September 2				10	8	18
September 9				17	12	29
September 16				11	8	19
September 23				14	10	24
September 30				16	13	29
Children						
September 8	Locker Magnets			11	4	15
September 27	Build it!			6	4	10
September 27	Build-A-Bot			4	7	11
Teens						
September 5	Wired Afterhours		8			8
September 11	MECAS Visit	1	14			15
September 17	Mystery Book Club	10				10
Computer Classes						
September		12				12
September 29	Ancestry.com Class	5				5
September 30	Ancestry.com Class	1				1
Proctoring						
September		3				3

UPCOMING

November 24 – Friends of the Milton Public Library Meeting
November 26 - Milton Public Library Board Meeting
December 24 - Milton Public Library Board Meeting