



**MILTON PUBLIC LIBRARY**  
**MILTON, WI 53563**

**BOARD OF TRUSTEES**  
**July 2, 2018**  
**6:30 p.m.**

### **AGENDA**

1. Call to order
  2. Approval of Agenda
  3. Approval of Minutes: June 4, 2018
  4. Approval of Expenditures for July 2018
  5. Director's Report:
    - a. President's Report on ALS Activities
  6. New Business:
    - a. Annual Meeting: Election of Officers
  7. General Items
  8. Next meeting: Monday, August 6, at 6:30 p.m.
  9. Motion to Adjourn
- Adjournment.

*\*\*Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the Library Director's office at 868-7462, 430 E. High Street,, Milton, WI 53563*

**PROCEEDINGS OF THE  
MILTON PUBLIC LIBRARY  
BOARD OF TRUSTEES  
June 4, 2018**

**Call to Order:** The meeting was called to order at 6:30 p.m. by President Bill Wilson. Present: Wilson, Rose Stricker, Deb Dean, Tim Schigur, Director Lisa Brooks, Annette Smith

Absent: Teen Rep Erin Swope, Jen Schuetz, Theresa Rusch

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

**Approval of Minutes:** Stricker moved approval of the minutes of the meeting of May 7, 2018, as distributed, seconded by Smith. Motion approved unanimously.

**Approval of Expenditures:** Routine expenditures for the month. Brooks noted the purchase of Scholastic books to be given away at the Milton Food Pantry. Recipients would be encouraged to come to the library and sign up for a library card. Smith moved approval of expenditures; Schigur seconded. Motion approved unanimously.

**Director's Report:** – Lots of HS students coming to library to study for finals during the extended hours. Good candidate pool for the Tech position. Interviews continue and Brooks is looking at filling the position by the end of June. There will be a delay on the gazebo project.

**Arrowhead Library System Report:** ALS system aids went up statewide.

**New Business**

**a. Library Closing** - Schigur moved to allow the Library Director the discretion to close the library if staffing is unavailable on Saturday, August 18 2018; Stricker seconded. Motion approved unanimously.

**General Items: None**

**Adjournment**

Smith moved adjournment and Schigur seconded the motion. The motion was approved unanimously and the meeting was adjourned at 6:41 p.m.

**Next meeting: Monday, July 2 at 6:30 p.m.**

Respectfully Submitted,  
Deborah Dean

## **Library Expenditures June 2018**

Amazon: Books & AV, Office Supplies	\$1102.21
Baker & Taylor Books	\$87.47
Bliss Communications Job Advertisement	\$309.00
Braun ThyssenKrupp Elevator Elevator Inspection	\$175.51
Corporate Business Services Ricoh Copier Use	\$39.72
Demco Book Covers	\$222.71
Facebook: Advertisements	\$32.89
Hometown News Job Advertisement	\$112.50
Library Technologies Barcode Labels	\$315.34
State of WI Department of Admin. TEACH Internet Service	\$600.00
TechMax Monthly Server Agreement	\$50.00
US Postal Service Postage	\$18.45

## **DIRECTOR'S REPORT**

### **PROGRAMMING & ACTIVITIES**

The library hosted Milton Mayhem, a city-wide scavenger hunt, in June. Over 100 participants rode their bikes around the city, finding clues.

Twenty-two adults attended the Josiah documentary and Milton House presentation.

Library staff offered 40 programs in June, both in and outside the library, reaching 2,415 people.

## ACTIVITIES

June 4	Consolidated Visits	86
June 4	West Visits	263
June 5	Harmony Visits	252
June 6	East Visits	316
June 6	SW 4s & 5s	18
June 6	SW 3s	9
June 6	Storytime	45
June 11	SPARK: Braille Day	5
June 12	Lamar Park Story Lunch	55
June 13	YMCA Daycare	14
June 13	Storytime	23
June 15	Tami's Tender Times	16
June 19	SPARK: Creative Construct	30
June 19	West Prinicipal	23
June 20	YMCA Daycare	12
June 20	Storytime	50
June 23	Milton Mayhem	100
June 25	SPARK: Braille Makey Day	6
June 26	SPARK: Rockin' Crafts	30
June 27	Harmony Principal	
June 29	Consolidated Principal	
June 15	Summer Reading Kick Off	200

### Teens

June 1	MMS SRP Presentation	480
June 4	Exam Study Hours	4
June 5	Exam Study Hours	8
June 6	6th Grade SRP Presentation	247
June 11	TAB	9
June 14	Golf for a Book	6
June 18	Owls Pairs	30
June 18	Owls Launch	40
June 19	MAYC	
June 21	YouPaint	7
June 27	Wormery	15
June 28	Soft Circuits	5

### Adults

June 4	Seed Saving	2
June 7	Josiah	21
June 11	Wooden Firecrackers	4
June 18	Ishmael Book Chat	3
June 19	Mystery Book Club	11
June 1-30	Proctoring	4

**UPCOMING**

August 6 – Library Board Meeting

September 10 – Library Board Meeting