

MILTON PUBLIC LIBRARY
MILTON, WI 53563

BOARD OF TRUSTEES
September 10, 2018
6:30 p.m.

1. Call to order
2. Approval of Agenda
3. Approval of Minutes: August 6, 2018 and August 26, 2018
4. Approval of Expenditures for September 2018
5. Director's Report
 - a. President's Report on ALS activities
6. New business:
 - a. Discussion of interview questions under consideration for new library director
 - b. Lisa's retirement and recognition
 - c. Discussion of fundraising for renovations
 - d. Consideration of a motion to convene into closed session pursuant to Wisconsin Statute Section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility re: Evaluation of candidate(s) for Library Director position and discussion of compensation of candidate(s) for position
 - e. Reconvene into open session for discussion and possible action(s) on candidate(s) for Library Director position and compensation of candidate(s) for position
 - f. Discussion of 2019 budget
7. General Items
8. Next meeting: October 1, 2018
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
August 6, 2018**

Call to Order: The meeting was called to order at 6:31 p.m. by President Annette Smith. Present: Bill Wilson, Rose Stricker, Deb Dean, Tim Schigur, Director Lisa Brooks, Jen Schuetz and Theresa Rusch
Absent: None

Approval of Agenda: Stricker moved approval of the agenda, seconded by Rusch. Motion approved unanimously.

Approval of Minutes: Schigur moved approval of the minutes of the meeting of July, 2018, as distributed, seconded by Rusch. Motion approved unanimously.

Approval of Expenditures: Routine expenditures for the month. Rusch moved approval of expenditures; Schuetz seconded. Motion approved unanimously.

Director's Report: – Just as busy as last summer; similar attendance numbers and door count; no signs of slowing down. Food truck Rally – looking at live bands for future rallies. Group working on library of the year application. Application due September 1. Summer visits with the elementary principals went well; good attendance and issued library cards to students.

Arrowhead Library System Report: President's Report on ALS activities - Meeting Wednesday of this week – nothing new to report.

New Business

Fundraising Report – Progress report on fundraising and strategies to raise final \$175,000 to pay back city. Some suggestions include; “Close out the Books” fundraising event at the library. New businesses in town might be interested in giving. Check with major donor(s). Possible agenda item for next meeting. (discuss ways to meet shortfall).

General Items: Smith reported conference table is coming together.

Adjournment

Rusch moved adjournment and Schuetz seconded the motion. The motion was approved unanimously and the meeting was adjourned at 6:43 p.m.

Next meeting: Monday, September 10 at 6:30 p.m.

Respectfully Submitted,
Deborah Dean

**PROCEEDINGS OF THE
MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES
SPECIAL MEETING
August 26, 2018**

Present: Annette Smith, Bill Wilson, Theresa Rusch, Rose Stricker, Inga Cushman

1. Meeting called to order at 11:00 a.m.
2. Hiring a new library director
 - a. Discussion and possible action, promotion of existing employee(s). Closed session at the next meeting.
3. General Items
 - a. Lisa's retirement and recognition
4. Next meeting: Monday, September 10 at 6:30 p.m.
5. Motion to Adjourn Wilson moved/Rusch second
6. Adjournment.

Meeting adjourned motion Welch/Rose.

Submitted by,

Annette Smith

**Library Expenditures
September 2018**

AE Heating & Air, LLC	\$290.13
Amazon: Books & AV, Office Supplies	\$669.09
Baker & Taylor Books	\$1,920.37
Corporate Business Services	\$59.70
Facebook: Advertisements	\$16.62
Gazette Subscription	\$24.50
Maris Associates WI Historical Dvds, Books	\$140.08
TechMax Monthly Server Agreement	\$50.00
USPS	\$61.57

DIRECTOR'S REPORT

HIGHLIGHTS & ACTIVITIES

We will be sponsoring our 10th annual coat drive this fall. It will run November 1 - 30.

Story Gardens planning is proceeding. The committee is looking at alternate ramp designs as well as individual art designed by a Madison artist.

August Program Attendance

Date	Program	Total
Children		
August 1	YMCA Daycare	14
August 1	Storytime	37
August 7	Meet Ya' @ the Park Storytime	22
August 7	SW Toddlers	9
August 7	SPARK: STEAM Afternoon	10
August 8	Storytime	43
August 8	SW 3s	9
August 8	SW 4s/5s	18
	Children Summer Reading	305
August 15	Storytime	32
August 21	Meet and Greet Police	13
August 22	SW 3s	8
August 22	SW 4s/5s	20
August 22	Storytime	48
August 22	Pie in my face	14
August 23	tie dye	9
August 24	pancake breakfast	17
August 29	Storytime	32
Teens		
August 1	Tweens Who Code	10
August 3	Afterhours @ the Library	13
August 7	TAB	11
August 8	Nerdy Derby	25
August 9	Weaving	2
August 10	Owls Recognition Ceremony	20
August 23	Coffee and Books	4
August 25	Zip Line	12
August 27	TAB Lope Meeting	7
	Teen Summer Reading	53
Adults		
	Adult Summer Reading	22
August 21	Mystery Book Club	11
August 26	Food Truck Rally	300
August 27	Fantasy Football	10
August 1-31	Proctoring	5

UPCOMING

October 1 - Library Board Meeting

November 5– Library Board Meeting

December 3 – Library Board Meeting