



MILTON PUBLIC LIBRARY | BOARD OF TRUSTEES
Monday, September 12, 2022, 6:30 p.m.
Milton Public Library | 430 E. High St. Milton, WI 53563
This meeting will be held in-person and virtually.

Members of the public may participate virtually in this meeting using the Zoom platform at <https://us02web.zoom.us/j/87237670348?pwd=WkR5bGZHcnQ4Z3NXQ3htRm5RdG14UT09>

Any person who is unable to access the meeting via the internet link may call 1(312) 626-6799 to monitor the meeting via telephone.

Meeting ID: 872 3767 0348

Passcode: 752170

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: August 1, 2022
4. Approval of Expenditures for August 2022
5. Director's Report
6. Report on ALS activities
7. TAB President's Report
8. New Business
 - a. Discussion and Possible Action on Closing Monday, December 26
 - b. Discussion and Possible Action on Approving 2023 Library Closures
9. General Items
 - a. Department of Public Instruction (DPI) Inclusive Services Assessment and Guide
 - b. Story Gardens update
10. Next meeting: Monday, October 3, at 6:30 p.m.
11. Motion to Adjourn
12. Adjournment

**PROCEEDINGS OF THE
MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES
August 1, 2022**

Call to Order: The meeting was called to order at 6:34 p.m. by President Annette Smith. Present: Director Kunkel, Stricker, Collins, Brown, Zweifel and TAB President, Henry C. Absent: Tupper, Clark

Approval of Agenda: Collins moved approval of the agenda, seconded by Brown. Motion passed unanimously.

Approval of Minutes: Stricker moved approval of the minutes of the meeting on July 11, 2022, as distributed, seconded by Brown. Motion passed unanimously.

Collins moved approval of the minutes of the meeting on July 14, 2022, as distributed, seconded by Zweifel. Motion passed unanimously.

Approval of Expenditures: Collins moved approval, seconded by Zweifel, of the July 2022 expenditures. Motion passed unanimously.

Director's Report: Ashlee indicated that the city budget process is starting next month with possible disclosure of numbers next month. This may dictate the possibility of having some staff members ability to be moved to full time. Ashlee reported that the city council meeting on the 19th discussed the success and goals of Story Gardens. Residual funds of \$25K were allocated to help fund the SG project and will likely be used to pay for the railing and concrete pad for the gazebo. DPW has been very helpful and assisted in the installation of the SG archway, which was recently transported from Burlington. This was a challenging move and some of the process was posted online. Chess tables will be installed later after the grass grows. Sockness will be dropping off building materials on Aug 26th and a tentative build date of August 27th is planned, hopefully with the help of community builders. May have a "Meet the Artists" and 50/50 rally at the event.

Report on ALS activities: Smith shared information on the ALS/LLS merger including that both the Lakeshore and Arrowhead Library Systems voted to approve the merger. Proceeding, the three counties (Rock, Walworth, and Racine) will vote to approve the merger as well, which should occur between now and October. A draft of the plan is being prepared to be sent to DPI in October, from which a reply is expected by January. Updates are posted on the website. A new name of the merged systems has not been determined but is in progress. New board will contain 15 people. Consideration is being made to maintain current staff through the merger. Bylaws and governance documents are being developed.

TAB President's Report: Henry reports that TAB members discussed at the last meeting different programming brainstorms and the possibility of a movie watch. They hosted a Murder Mystery event and had 8 people attend. They reviewed how this went and are planning to host another in the future. Library Lope is scheduled for August 13th, starting at Schilberg Park. Four new members joined TAB, and this is Henry's last meeting as he heads to college this fall.

New Business: None

General Items: None

Motion to Adjourn: Collins moved to adjourn at 6:52 p.m., seconded by Zweifel. Motion passed unanimously.

Next meeting: Monday, September 12, at 6:30 p.m.

Respectfully submitted,

Marty Collins

Library Expenditures
August 2022

Janesville Gazette	\$24.50
Amazon: Books & AV, Office Supplies	\$425.21
Baker & Taylor: Books & AV	\$
Corporate Business Services	\$96.36
Demco: Book Supplies	\$105.57
USPS Postage	\$6.85
Main Street Designs Outside Banners	\$799.89
Facebook Promotions	\$7.00

DIRECTOR'S REPORT

The initial take from the Food Truck Rally on Sunday, August 28, was \$445. Story Gardens held a 50/50 raffle that raised \$164. Next year's Food Truck Rallies are scheduled for Sunday, May 7 and Sunday, August 27.

The Milton House Museum Experience passes were checked out 13 times from June 11 – August 31. These passes gave free admission to the museum for 2 adults and 3 children under the age of 18, and were only available during the museum's summer season.

We received a \$3,600 grant from Dollar General Literacy Foundation for a Struggling Readers Initiative. This grant will allow to purchase more dyslexia-friendly books for juveniles and teens, more Wonderbooks for children, bring in a reading specialist to guide parents on how to support their struggling readers, create a couple kits with resources and assistive technology, and even enhance the Little Owl/Wise Owl Program.

Jayne and I attended Civility in the Workplace training on September 8, which included a tour of the Milton House Museum, and will attend Library Service, Safety, and Security in Watertown on September 15.

Photographers from DEMCO came to take pictures of their new dividers on our shelves. Photos appeared on DEMCO.com and their physical catalog.



Budget (I will have a preliminary budget in October once I'm able to meet with the City Treasurer.)

County Reimbursements

	2023	2022	2021
Rock	\$96,704.30	\$103,820.27	\$94,175.36
Jefferson	\$2,711	\$2,318	\$2,647
Dane	\$470	\$305	\$936
Walworth	\$589	\$304.67	\$1340.42
Green	\$0.00	\$132.62	\$219.10
Total	\$100,474.30	\$106,880.56	\$99,317.88

Other known revenue:

Fines & Payments - \$6,000 (2022 YTD = \$4352.79)

Rent Payment - \$14,000

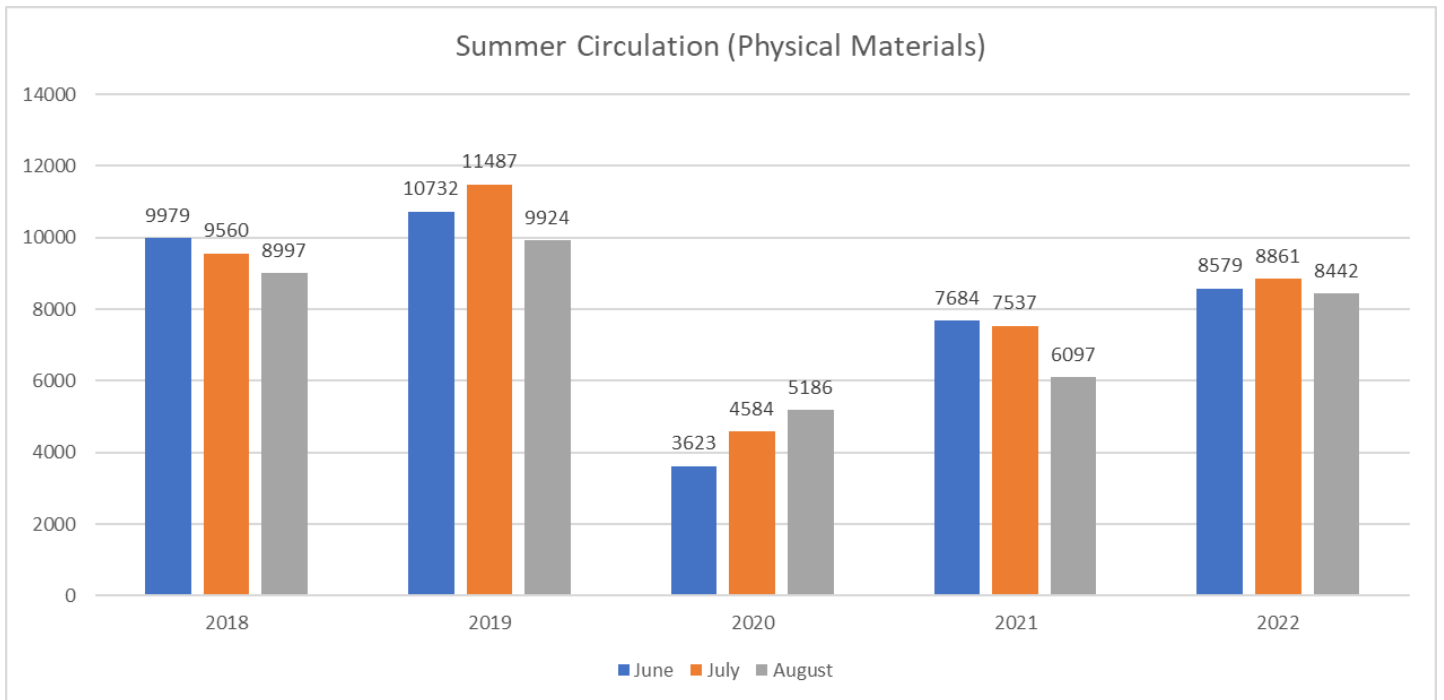
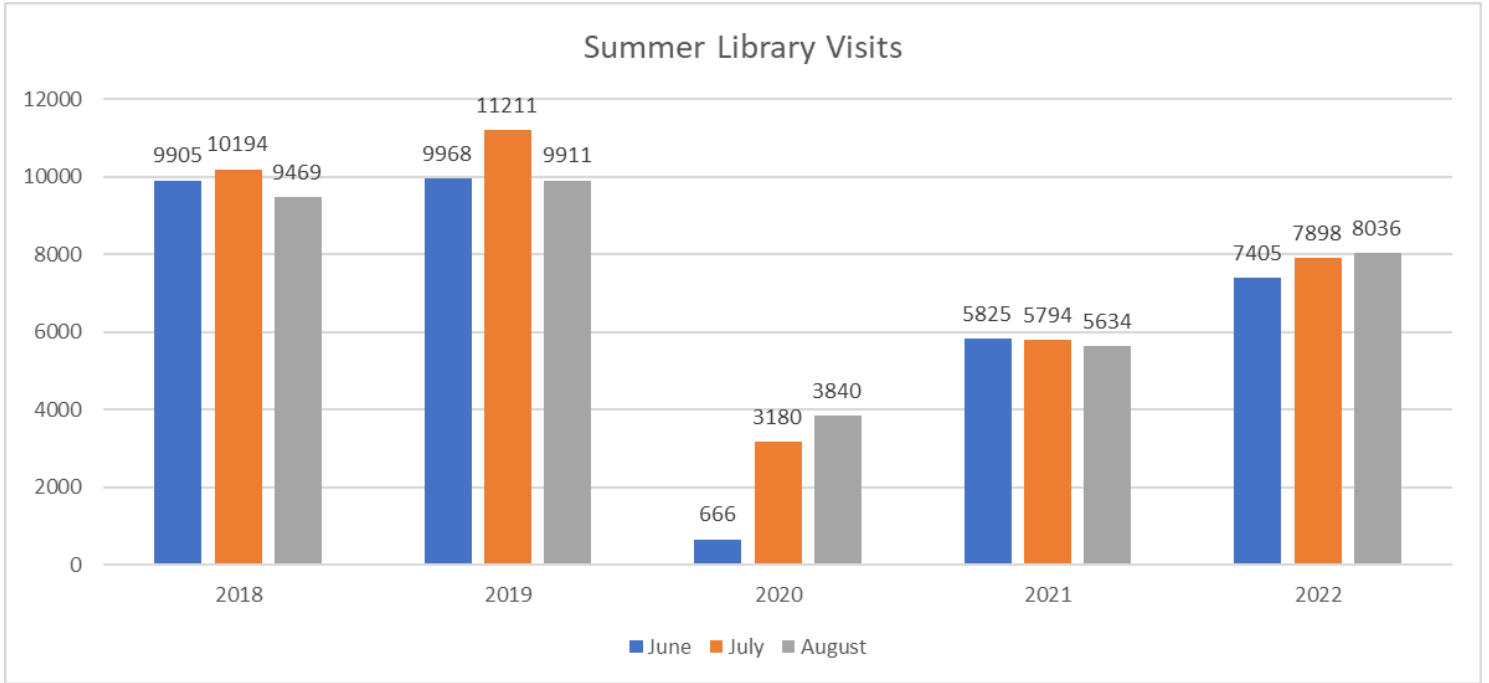
Known Expenditures:

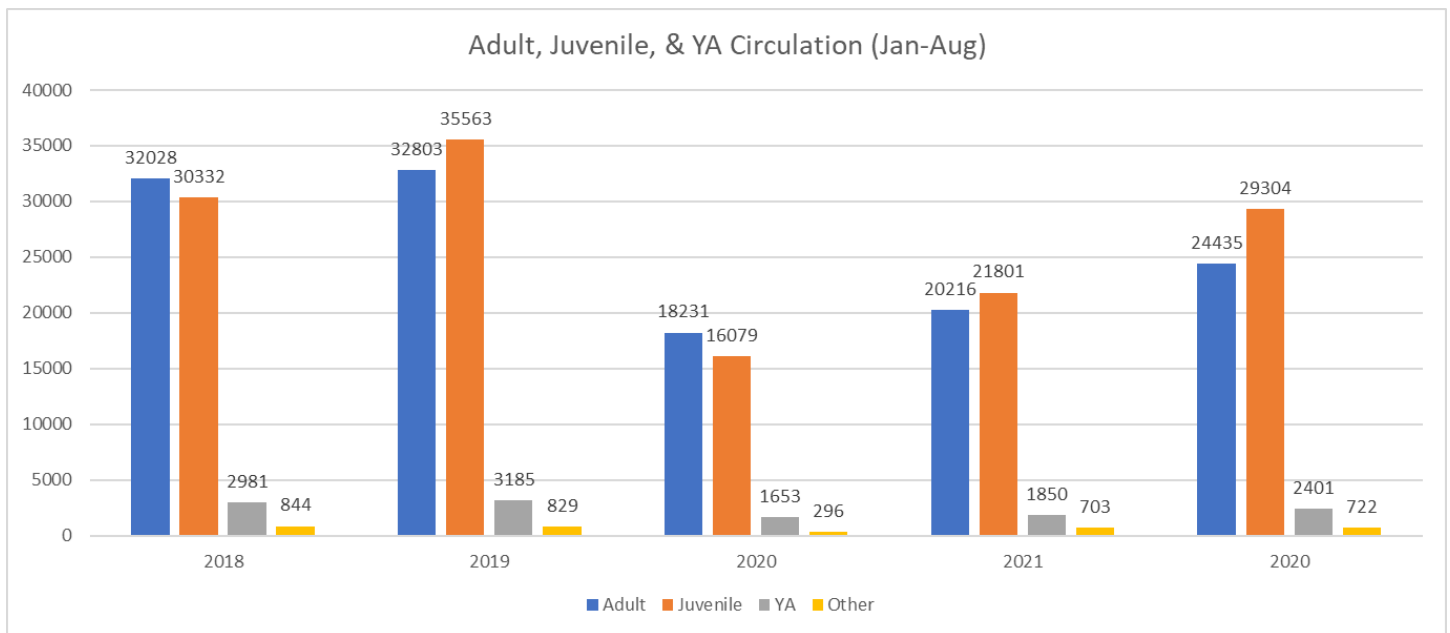
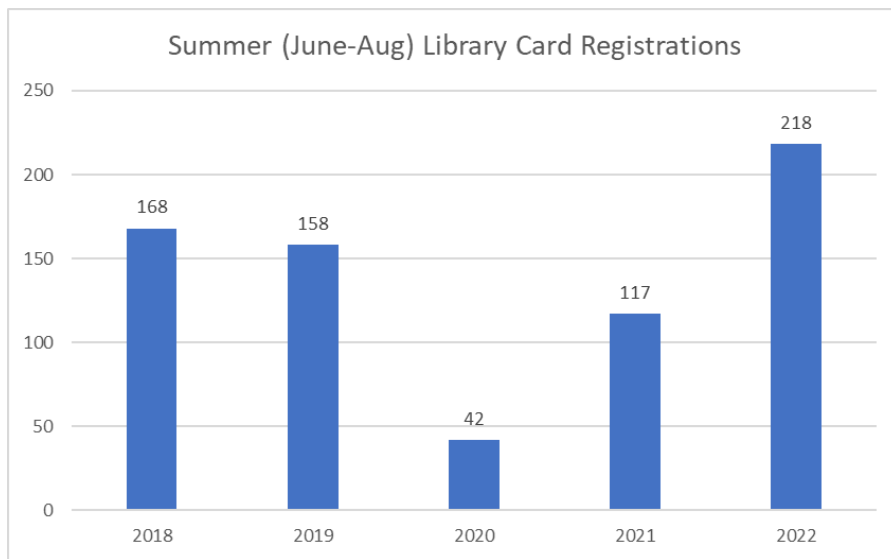
Hoopla = \$6,000

Library System Payment = \$14,000

- An approximate number if the library systems merge.
- 2022 ALS payment was \$20,413.48

Summer Statistics, 2018 – 2022





Programming

Fall Brochure: <https://tinyurl.com/43j6apk5>

September is National Library Card Sign Up Month and we're setting a goal of issuing 65 new library cards. If that goal is reached, staff will get silly stringed on October 3.

Jayne and Ashley had a very successful Monarch Club all through summer. Over twenty monarchs were raised in The SPARK and released out in the pollinator garden. They also set up a livestream and held several meetings for patrons throughout the summer.

8/1/2022	90s Trivia	Adult	Group attending	In-person	6	
8/1/2022	Storytime	Children (0-5)	Group attending	In-person	16	
8/3/2022	Storytime	Children (0-5)	Group attending	In-person	60	
8/4/2022	Tami's Visit	Children (0-5)	Group attending	In-person	22	
8/4/2022	Monarch Club	General (all ages)	Group attending	In-person	11	
8/5/2022	Sunprints	General (all ages)	Group attending	In-person	26	
8/8/2022	Storytime	Children (0-5)	Group attending	In-person	18	
8/9/2022	Tami's 1+2s Visit	Children (0-5)	Group attending	In-person	17	
8/9/2022	American Lives	Adult	Group attending	In-person	6	
8/10/2022	The Gathering Place	Adult	Individual participants	In-person		3
8/10/2022	Running Club	General (all ages)	Group attending	In-person	7	
8/10/2022	Storytime	Children (0-5)	Group attending	In-person	58	
8/11/2022	Tami's Visit	Children (0-5)	Group attending	In-person	26	
8/11/2022	The Gathering Place	Adult	Individual participants	In-person		2
8/11/2022	Owls Recognition	General (all ages)	Group attending	In-person	35	
8/15/2022	Library Lope Regis	General (all ages)	Group attending	In-person	51	
8/16/2022	Plant Safety & Hik	General (all ages)	Group attending	In-person	12	
8/16/2022	Mystery Book Cluk	Adult	Group attending	In-person	8	
8/17/2022	Storytime	Children (0-5)	Group attending	In-person	48	
8/17/2022	Running Club	General (all ages)	Group attending	In-person	7	
8/18/2022	Tami's Visit	Children (0-5)	Group attending	In-person	10	
8/18/2022	Monarch Club	General (all ages)	Group attending	In-person	2	
8/22/2022	Tech Time	General (all ages)	Individual participants	In-person		1
8/23/2022	Teen Advisory Boa	Young Adult (12-18)	Group attending	In-person	10	
8/23/2022	Natural Dye	Adult	Group attending	In-person	10	
8/23/2022	But That's Cool Bo	Children (6-11)	Group attending	In-person	4	
8/24/2022	Proctoring	Adult	Individual participants	In-person		1
8/25/2022	Tami's Visit	Children (0-5)	Group attending	In-person	30	
8/26/2022	Toddler Art	Children (0-5)	Group attending	In-person	22	
8/26/2022	Proctoring	Adult	Individual participants	In-person		1
8/27/2022	TAB Red Cross Blo	Adult	Individual participants	In-person		54
8/28/2022	Food Truck Rally	General (all ages)	Group attending	In-person	350	
8/29/2022	Creative Kids Ston	Children (0-5)	Group Attending	In-person	14	
8/30/2022	Fantasy Football	General (all ages)	Group attending	Live, virtual	10	

PROPOSED 2023 MILTON PUBLIC LIBRARY CLOSINGS

New Year's Day, Sunday, January 1

Day after New Year's, Monday, January 2

Easter Weekend, Saturday, April 8

Easter Weekend, Sunday, April 9

Memorial Day Weekend, Saturday, May 27

Memorial Day Weekend, Saturday, May 28

Memorial Day, Monday, May 29

4th of July, Tuesday, July 4

Labor Day Weekend, Saturday, September 2

Labor Day Weekend, Sunday, September 3

Labor Day, Monday, September 4

Thanksgiving, Thursday, November 23

Day after Thanksgiving, Friday, November 24

Saturday, December 23

Christmas Eve, Sunday, December 24

Christmas, Monday, December 25

New Year's Eve, Saturday, December 31