



MILTON PUBLIC LIBRARY | BOARD OF TRUSTEES
June 3, 2019, 6:30 p.m.
Community Room @ Milton Public Library | 430 E. High St. Milton, WI

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: May 6, 2019
4. Approval of Expenditures for May 2019
5. Director's Report
6. Report on ALS activities
7. TAB President's Report
8. New Business
 - a. Welcome new Library Board member – Steve Tupper
 - b. Possible action on Internet policy
 - c. Tim Schigur recognition
9. General Items
 - a. Next month – annual election of officers
10. Next meeting: Monday, July 1, at 6:30 p.m.
11. Motion to Adjourn
12. 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
May 06, 2019**

Call to Order: The meeting was called to order at 6:31 p.m. by President Annette Smith. Present: Tim Schigur, Bill Wilson, Deb Dean, Theresa Rusch, Jen Schuetz, TAB President Marilla S. and Director Ashlee Kunkel
Absent: Rose Stricker
Guest in Attendance: Mayor Anissa Welch

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

Approval of Minutes: Wilson moved approval of the minutes of the meeting of April 15, 2019, as distributed, seconded by Schigur. Motion approved unanimously.

Approval of Expenditures: Kunkel noted nothing out of the ordinary; podcasting equipment money came from the Foundation. Wilson moved approval of expenditures for April 2019, seconded by Rusch. Motion approved unanimously.

Director's Report: Food truck rally raised around \$1,500 and lots of library cards issued during the rally. Fall Food Truck Rally is August 26. Good turnout for adult storytime at Winery. Jayme and Ashlee have begun podcasting – next one will discuss summer reading program. Book donation conundrum – what to do with all the donations. April programming attendance about average. #bookittoMPL is hashtag for Summer Reading Program

Arrowhead Library System Report: Next meeting is tomorrow night. Learned more about RFID tagging grants. Lakeshore Library System (SHARE consortium) will give out two grants per year. ALS has been building reserve fund over the years. One option for funds is to do RFID tagging for all ALS libraries.

TAB President's Report: Marilla S. reported that they now have 3 middle school members. At the last meeting they talked about the Library Lope and sponsorship. Going to have a murder mystery program in July. Other TAB activities include a writing program and D&D starting next week.

New Business

Discussion and possible action on waiving fines carried over as a lump sum from 2018's ILS migration: Total of over \$40,000 in lump sum fines carried over from the Rock Cat system. Cannot tell patrons what the charges are for; just the charge. Schigur moved to waive fines for patrons that were carried over as a lump sum from the migration. Rusch seconded. Motion passed unanimously.

Possible action of Meeting Room policy: Schigur moved to accept Meeting Room policy as presented, seconded by Wilson. Motion passed unanimously.

Review and possible action of Inclement Weather policy: Wilson moved to accept the Inclement Weather policy as presented, seconded by Schigur. Motion passed unanimously.

Review of Internet Use policy – review of policy as presented

Bill Wilson Recognition: Thank you to Bill Wilson for his many years of service on the board. Mayor Welch said a few words in recognition of Wilson's many accomplishments throughout his time on the

board. The Board congratulated Bill on his election to Milton City Council and wish him well as he begins his new role as council member.

General Items: None

Adjournment: Wilson moved adjournment and Rusch seconded the motion. Motion approved unanimously and the meeting adjourned at 7:18 p.m.

Next meeting date: Monday, June 3, at 6:30 p.m.

Respectfully Submitted,
Deborah Dean

**Library Expenditures
May 2019**

Amazon: Books & AV, Office Supplies	\$553.44
Baker & Taylor Books	\$1,879.53
Corporate Business Services	\$86.49
Coughlan Companies LLC Book Order	\$385.66
Demco Book Covers	\$186.01
Maris Associates Wisconsin Historical Society Books	\$102.37
Edgerton Reporter One Year Subscription	\$52.00
Facebook: Advertisements	\$2.46
Gazette Subscription	\$24.50
Hedberg Library Disc Resurfacing	\$47.52
The Library Store Hanging Kit Shelves	\$155.37
Plasticard, Inc Library Cards	\$750.00
Signarama Outdoor Library Sign & Emmy Sign	\$360.00
Lakeshores Library System Computer and Software Installation	\$135.00
TechMAX Computer Server (includes back-pay)	\$250.00
Mileage Reimbursement Ashlee to Kenosha for SHARE Meeting	\$28.00
USPS Postage	\$5.71

Director's Report

Staff has been doing Summer Learning Program presentations at the schools. A couple grades have taken field trips to the library.

Jayne received the Employee of the Year Award. Sherry Dux received the Library Volunteer of the Year Award.

I'll be attending a Strategic Planning workshop through CVMIC on June 4 in Wawatosa. I would like to start the strategic planning process in August/September if possible.

I was asked to be a member of the Milton Youth Coalition – first meeting was on May 24th.

We debuted our Emmy's EarlyLit Kits, with funds given by the MACC Shining Star Program in memory of a little girl named Emmy. There are five kits: sight words, sensory, alphabet, math/counting, and colors.

Our Noodles fundraiser raised \$129.56.

The Milton Optimist Club has donated \$1,000 for the Summer Learning Program.

MAY PROGRAMMING

Age	# of programs	# of participants
Children	20	1220
Tween (9-12)	4	671
Teens	6	486
Adult	6	26
All ages	3	522
Proctoring		2
1-on-1		20
Total		2947