



South Milwaukee Public Library

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Robert M. Pfeiffer, Director

**SOUTH MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
Tuesday, August 19, 2014
Second Floor Board Room
NOTE CHANGE IN MEETING TIMES**

AGENDA

6:00 PM Finance Committee meeting to approve monthly bills.

6:15 PM **ROLL CALL**

DELETIONS TO THE AGENDA

APPROVAL OF THE MINUTES from the July 15, 2014 meeting.

ATTACHMENT A

APPROVAL OF THE ACCOUNTS PAYABLE for August 19, 2014

1. Approval of the Gift Fund Expenditures
2. Approval of the Friends Account Expenditures
3. Approval of the Stosick Account Expenditures
4. Approval of the Lost & Paid Fund Expenditures
5. Approval of the Building Fund Expenditures
6. Approval of the Copy Machine Expenditures

PUBLIC COMMENT

DIRECTOR'S REPORT

ATTACHMENT B

COMMITTEE REPORTS

1. Milwaukee County Federated Library System Board report.
2. Library Directors Advisory Committee report by the Director
3. Foundation report by Trustee Andrew.

CORRESPONDENCE

None

INFORMATION

1. The Ancestry Library edition statistics are attached. **ATTACHMENT C**
2. A total of 8 children used the Internet in the Youth Department.
3. The circulation report for July is attached. **ATTACHMENT D**
4. The "holds not picked up" report is attached **ATTACHMENT E**
5. The EBSCO Database usage report is attached for the Boards information. **ATTACHMENT F**
6. The per circulation rate for 2014 is \$3.65. Last year it was \$3.89
7. The Youth Room had 421 children signed up for the reading program. This was an increase over last year.
8. The new Director was officially announced at the Library Directors Advisory meeting. He is Bruce Gay, who was the Technical Services and Collections director at MPL. He was the MPL representative at the Director's meetings.
9. A revised Board calendar will be distributed at the meeting

PROUD PAST.....PROMISING FUTURE

10. A report showing circulation in Milwaukee County by municipality, circulation and change. The Director will give a report. **ATTACHMENT G**
11. The Library activities report is attached. **ATTACHMENT H**
12. The Halloween family night at the library will be held on Tuesday, October 28, 2014.
13. The Overdrive statistics are attached. **ATTACHMENT I**
14. The most recent chapter 43 of the Wisconsin Statutes on libraries will be handed out. Should be placed in your Trustee folder.

ACTION

1. Motion to approve the 2015 wages. The Director is recommending a 2% increase. Probationary rate will go from \$7.70 to \$7.85 and the Regular rate will go from \$7.97 to \$8.13.
2. Motion to receive a check in the amount of \$78.10 from Televend Services, Inc., our fax vendor
3. Motion to approve the Youth Services Library and Director to attend the Wisconsin Library Association November 4-7, 2014 at the Wisconsin Dells. This is for time only.
4. Motion to receive a commission check in the amount of \$96.06 from TSI Fax Company.
5. Discussion and possible motion to approve an evaluation policy and form. Will be sent out prior to the meeting.
6. Motion to approve the revised materials selection policy. This will be sent out prior to the meeting.
7. Motion to approve the ALA code of ethics and include it in the Library Policy Manual **ATTACHMENT J**
8. Motion to accept the Library Director's retirement effective October 31, 2014

SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

ADJOURN

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through interpreter or other auxiliary aids. To request this service contact the Library Director at 768-8195 or in writing to Library Director, South Milwaukee Public Library, 1907 10th Avenue, South Milwaukee, WI 53172.

Next scheduled meeting of the Board will be on September 16 2014. Please notify the Director if you are unable to attend.

Cc: Board, Community Newspapers, Common Council Liaison, City Hall, City Administrator, Mayor, posting, file.