



South Milwaukee Public Library

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Robert M. Pfeiffer, Director

SOUTH MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING

Tuesday, November 19, 2013

Second Floor Board Room

7:15 p.m.

Finance Committee Meeting

1. Approve the monthly bills
2. Motion to go into closed session per Wisconsin State Statutes, Section 19.85 for the evaluation of the Director.
3. Motion to return to open session.

7:30 p.m.

ROLL CALL

APPROVAL OF THE MINUTES from the October 15, 2013 meeting

ATTACHMENT A

DELETIONS TO THE AGENDA

APPROVAL OF THE ACCOUNTS PAYABLE for November 19, 2013

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 Fund Expenditures

PUBLIC COMMENT

DIRECTOR'S REPORT

ATTACHMENT B

COMMITTEE REPORTS

1. Milwaukee County Federated Library System Board report
2. Library Directors Advisory Committee report
3. South Milwaukee Public Library Foundation Report

CORRESPONDENCE

None

INFORMATION

1. Mr. Edward Cessna, substitute librarian at South Milwaukee since 2003 passed away on Friday, November 1., 2013
2. The October circulation statistics are attached. **ATTACHMENT C**
3. The EBSCO Database usage report is attached. **ATTACHMENT D**
4. The Ancestry database usage report is attached. **ATTACHMENT E**
5. A total of 17 children used the Internet stations in the Youth Room and 434 adults used the Internet station in the adult department.
6. The "Holds Not Picked Up" report is attached **ATTACHMENT F**

PROUD PAST.....PROMISING FUTURE

7. The public hearing on the budget will be held on Monday, November 25 with the budget being adopted by the Council on Tuesday, November 26, 2013.
8. We had 147 children and adults attend the Halloween family fun night
9. We will need to have a special meeting of the Finance Committee to pay the final 2013 bills as our December meeting will be held on December 17th.
10. The Board will review the revised survey that will be sent out to the Board.
11. The Director has been appointed to the Wisconsin Library Association's Library Development and legislative committee.
12. Report by the Director on county funding for new circulation software.
13. The Director will report on the migration to a new computer system in 2014.
14. The Director will report on the 2013 capital project of updating the lighting in the first floor offices.
15. We had two people plus Trustee Semrad, Denise Herr and Bob Pfeiffer at the book MINDST book discussion.
16. We had 7 people attend the investing program "Intelligent Investing: What you think you know might hurt you" presented by Adam Ryback of Kelvin Bay Investments.
17. The Director will report on the meeting with the joint meeting with Finance and Public works/Public Property committee on the revolving fund.
18. The director will report on various building issues.

ACTION

1. Motion to receive a check from the Federated Library System for Ecommerce payment in the amount of \$1,345.60.
2. Motion to approve the Library attending Legislative Day in Madison on February 11, 2014.
3. Motion to approve the Director's purchase of a vacuum cleaner.
4. Motion to approve the 2014 capital budget as amended. The Director will give a report.
5. Motion to go into closed session per Wisconsin State Statutes 19.85 to receive the report of the Finance and Personnel Committee on the evaluation of the Director
6. Motion to return to open session and review the evaluation with him.

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 schedule meeting of the Board will be **December 17, 2013**. Please notify the Director if you are unable to attend.
Cc: Board, Community Newspapers, Milwaukee Journal/Sentinel, Common Council Liaison, City Hall, City Administrator, Mayor, posting, file.