



# South Milwaukee Public Library

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**Robert M. Pfeiffer, Director**

## **SOUTH MILWAUKEE PUBLIC LIBRARY**

### **BOARD OF TRUSTEES**

### **REGULAR MEETING**

Tuesday, January 25, 2011

Second Floor Board Room

### **AGENDA**

7:00 p.m. Finance Committee meeting to approve the January bills.

7:30 p.m. **ROLL CALL**

### **DELETIONS TO THE AGENDA**

**APPROVAL OF THE MINUTES** from the December 21, 2010 meeting **ATTACHMENT A**  
**RECEIVE AND PLACE ON FILE THE MINUTES OF THE FINANCE & PERSONNEL COMMITTEE**  
**MEETING OF DECEMBER 28, 2010. ATTACHMENT B**

**APPROVAL OF THE ACCOUNTS PAYABLE** for January 25, 2011

**APPROVAL OF THE FINAL FINANCIAL STATEMENT** for December 28 2010

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

### **PUBLIC COMMENT**

### **DIRECTOR'S REPORT**

**ATTACHMENT C**

### **COMMITTEE REPORTS**

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

### **CORRESPONDENCE**

None

### **INFORMATION**

1. The circulation report for December is attached. These figures include 14,971 renewals through September. Beginning in October they are part of our monthly circulation statistics. **ATTACHMENT D**
2. Internet usage for the month of December in the adult department was 430 people. In the Youth Room we had 14 children using the Internet stations.
4. The EBSCO database usage report for December is attached. **ATTACHMENT E**
5. The Ancestry Library Edition had one search. **ATTACHMENT F**
6. The Friends made \$70.95 on their Monday book sale in December and \$78.00 at their January sale.
7. The holds not picked up report is attached. **ATTACHMENT G**
8. The Historical Society and the Library Foundation will be holding a desert reception following the John Gurda program at the Performing Arts Center on Saturday, February 19 at 7:30 PM.
9. We will be subscribing to the EBSCO database "Consumer Reports on cars and best deals. This will be available from home as well as in the library.

**PROUD PAST.....PROMISING FUTURE**

11. The Friends made \$161.20 on their Monday morning book sale.
12. The Director reported no grants in 2010 as required by the Common Council.
13. We have been notified by the Bucyrus Foundation that they have awarded the Library \$1,500 for the summer reading program in 2011.
14. We had a total of 1,575 requests for material placed on line both in the building and through the CountyCat.
15. The Director will report on the progress of hiring a Building Services Helper.

**ACTION**

1. Motion to accept a check in the amount of \$50 from the Highland Park, IL High School in the memory of Sophie Firer.
2. Motion to accept a check in the amount of \$36.18 from the Fax Company.
3. Motion to allow the Director to carry over 12 hours of vacation.
4. Motion to approve the capital budget request for 2011 and 2012.
5. Motion to hire Terri Delke half time as Assistant Library Director. The Director will give a report.
6. Motion to set the boundaries for the Building Services Helper the same as outlined in the current union contract.
7. Motion to approve the Directors attendance at the WLA Legislative Day in Madison on February 22, 2011.

**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 10<sup>th</sup> Avenue, South Milwaukee, WI 53172.

Next schedule meeting of the Board will be February 22 2011. Please notify the Director if you are unable to attend.  
cc: Board, Voice Graphic, Milwaukee Journal/Sentinel, Common Council Liaison, City Hall, City Administrator, Mayor, posting, file.