

The Milford Library Board met in regular session on Wednesday, October 3, 2012, at 5:30 P.M. Those present were Board Members Rick Kilts, Denny Dotson, Elaine Franklin, Carla Schley, Joann Gano, Director Susan Pratt, City Administrator Matt Skaret. Absent were JoAnn Chaffin and Jeff Cookinham.

Public Comments: None

September Minutes: Carla moved to approve the minutes as posted, Elaine seconded, Board approved

Bills: The bills were read and discussed, Carla moved to pay the bills, Denny seconded, Board approved

Library Director Job Description: The policy was reviewed, Elaine moved to leave the policy as is, Carla seconded, Board approved

Director's Report:

- Circulation report was discussed
- Monthly programming report was posted
- YA Book Club: not scheduled for September
- Story time: 4 story times and a craft party were hosted by Betty
- Buy and Kids Story time was held with no one attending
- Staff meeting was held on the 18th
- Novel Staff Award will be awarded to staff as a way to recognize those who go above and beyond
- A complaint letter from a patron was discussed
- County In-service was held in Spirit Lake. Staff learned new and important things dealing with the library. Aimee was asked to do her presentation at a conference in Minneapolis
- October Book Club will be held on October 23 and the book is Wild
- YA Book Club will be reading The Enemy
- Betty will have 3 story times and one bingo/craft party during October
- A presentation on cake decorating is being planned for November with Sandy Alexander presenting
- Annual state report was submitted by Susan
- The Director Round Table will be November 8th and the library will be hosting this for local directors from around the area
- Susan would like to see new shelving in the library, but the staff is concerned about how best to continue with this project. They would like to have a consultant come in and help with this decision.
- Susan has started a new way to provide information according to her annual survey
- The library is having issues with technology: wireless and other internet. There is a conflict between the new technology and current service. Possible solutions include a new server box (\$700) and change to Milford Cable
- The Festival of Trees will be held during the Holiday Fantasy weekend. Elaine moved to give \$100 in Milford Bucks as prizes for the best decorated trees, Carla seconded, Board approved

Carla moved to adjourn the meeting

Joann Gano
Secretary