



Vision
MPL is an anchor institution that helps build healthy families and vibrant neighborhoods – the foundation of a strong Milwaukee.

Mission
Inspiration starts here – we help people read, learn, and connect.

BOARD OF TRUSTEES REGULAR MEETING

**Tuesday, May 25, 2021
4:00 p.m.**

ANNUAL MEETING

By Go To Meeting

By computer, tablet or smartphone:
<https://global.gotomeeting.com/join/183791021>

By phone:
United States: [+1 \(571\) 317-3122](tel:+15713173122)

Access Code: 183-791-021

AGENDA

4:00 – 4:05

WELCOME & ROLL CALL

4:05 – 4:10

PUBLIC COMMENT

4:10 – 4:20

SPECIAL COMMUNICATION

1. **Introduction of Martin Luther King Branch Architect.** The Moody Nolan development team will be introduced to the Board.

4:20 – 4:25

CONSENT AGENDA

Attachment A, page 4

2. **Regular Board Meeting Minutes, April 27, 2021.**
3. **Committee Reports**
 - a. Services & Programs Committee Meeting Minutes – May 5, 2021
 - b. Building & Development Committee Meeting Minutes – May 6, 2021
4. **Administrative Reports.**
 - a. Financial Report
 - b. Library Director's Report
 - c. Statistics

5. **Annual Bylaws Review.** There are no changes proposed at this time. The most recent revisions were approved by the Board on May 26, 2020.

REPORTS

4:25 – 4:45

6. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Trustee Ald. Nik Kovac will report on the May 17, 2021 MCFLS Board meeting.
7. **Finance & Personnel Committee Meeting.** Substitute Chair Marcelia Nicholson will report on the April 27, 2021 committee meeting.

Attachment B, page 26

OLD BUSINESS

4:45 – 4:55

8. **COVID-19 Response and Recovery.** Library Director Johnson will present an update on the library's recovery plan.

BOARD EDUCATION

4:45 – 5:15

9. **Summer Reading Program.** Education and Outreach Services Coordinator Kelly Wochinske will share information about the 2021 Summer Reading Program.

5:15 – 5:30

10. **Closing Remarks and Adjournment.**

REMINDER: Next scheduled meetings are:

June 3, 2021 Building & Development Committee – Video Conference Call, 8:00 a.m.

June 9, 2021 Innovation & Strategy Committee – Video Conference Call, 8:00 a.m.

June 16, 2021 Executive Committee Meeting – Video Conference Call, 4:00 p.m.

June 22, 2021 Board Meeting – Video Conference Call, 4:00 p.m.

Trustees

Michele Bria, *President*, Chris Layden, *Vice-President*, Jennifer Smith, *Financial Secretary*,
Ald. Milele Cogg, Ald. Nik Kovac, Matthew Kowalski, Teresa Mercado,
Michael Morgan, Sup. Marcelia Nicholson, Mark Sain, Ald. JoCasta Zamarripa
Joan Johnson, *Secretary*, Rebecca Schweisberger, *Secretary's Assistant* (414) 286-3021

The Milwaukee Public Library Board of Trustees is an informed, dedicated group of citizens who represent a cross-section of the city of Milwaukee and are committed to supporting, developing, and advancing the library for the benefit of all residents of Milwaukee and others throughout Milwaukee County, the State of Wisconsin, and beyond. In their role as advocates and advisors, they serve the library's many patrons, its staff, the common good of the community, and this critical and enduring institution.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. More information is available at www.milwaukee.gov/lobby or by calling (414) 286-2238.

Please be advised that members of the Milwaukee Common Council who are also members of this body will be in attendance at this meeting. In addition, Common Council members who are not members of this body may attend this meeting to participate or to gather information. A quorum of the Common Council or any of its standing committees may be present, but no formal Common Council action will be taken at this meeting.

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Make requests to the Library Director's Office at (414)286-3021, 286-2794 (FAX) or Central Library, 814 W. Wisconsin Ave., Milwaukee, WI 53233 Attn: Accommodation Request.

MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR MEETING

MINUTES

Tuesday, April 27, 2021

Video Conference Call via GoToMeeting

PRESENT: Michele Bria, Ald. Milele Coggs, Ald. Nik Kovac, Matt Kowalski, Chris Layden, Teresa Mercado, Michael Morgan, Sup. Marcelia Nicholson, Mark Sain, Jennifer Smith, Ald. JoCasta Zamarripa, Joan Johnson

EXCUSED: Dir. Larry Miller

STAFF: Eileen Force Cahill, Ryan Hayes, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Amelia Osterud, Matthew Pacyna, Judy Pinger, Anne Rasmussen, Derek Reilly, Rebecca Schweisberger, Nathan Self

OTHERS

PRESENT: MPL Foundation: Pat Swanson
Budget and Policy Division: Mason Lavey
US Bank: Wayne Sattler
Moody Nolan: Renauld Deandre Mitchell

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:01 p.m. on April 27, 2021 with a quorum present. All Trustees participated by video conference.

SPECIAL COMMUNICATION

1. **MPL Board Trustee Changes.** President Bria welcomed new Trustee Michael Morgan and the Board members introduced themselves. Trustee Miller's resolution was presented and President Bria announced Trustee Nicholson's reappointment by County Executive David Crowley. Informational item.
2. **Quarterly Review of Fund Investments.** The Board received the U.S. Bank Institutional Trust and Custody quarterly report for MPL dated April 27, 2021 prior to the meeting. Mr. Wayne Sattler, Senior Vice President & Managing Director at U.S. Bank, provided a market overview. The investment performance of the trust fund for the period ending March 31, 2021 was reviewed. The portfolio overview was summarized and the Board accepted the report. Informational item.

CONSENT AGENDA

3. **Regular Board Meeting Minutes March 23, 2021.**
4. **Committee Reports**
 - a. Innovation & Strategy Committee Meeting Minutes – April 14, 2021
5. **Administrative Reports**
 - a. Financial Report
 - b. Library Director's Reports
 - c. Statistics

6. **Revised Services & Programs Committee Meeting Schedule.**

President Bria asked the Board if any items should be removed from the Consent Agenda presented as Attachment A, pages 9-28 of the agenda. Hearing no objection, the Consent Agenda was approved.

REPORTS

7. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Trustee Kovac reported on the April 19, 2021 meeting. The Board approved the addition of a part-time Marketing position. MCFLS Network Administrator Eric Henry was introduced. MCFLS Executive Director Steve Hesar's performance was reviewed and received very positive feedback from Board members and library Directors. The Board discussed expanded broadband access as it relates to community needs of member libraries. Informational item.
8. **Building & Development Committee Meeting.** Chair Sain reported on the April 1, 2021 meeting. The Committee reviewed the architectural firm presentations for the Martin Luther King branch redevelopment. The Committee moved to award the contract to Moody Nolan and Trustee Sain provided a brief overview of their experience and vision for the project. Trustee Layden seconded. Motion passed. Library Construction Project Manager Sam McGovern-Rowen introduced Renauld Mitchell, Director of Operations for Moody Nolan. Mr. Mitchell thanked the Board for the opportunity to participate in the project and shared their excitement for creating a library that will be meaningful to the community. The development team will be introduced at the May 25, 2021 Board meeting. Chair Sain thanked the Committee for their patience and due diligence on this project. Mr. McGovern-Rowen shared the project has been awarded tax credits through the Wisconsin Housing and Economic Development Authority (WHEDA). Informational item.

OLD BUSINESS

9. **COVID-19 Response and Recovery.** Library Director Joan Johnson reported MPL continues to support the Milwaukee Health Department (MHD) in the effort to increase vaccine uptake in the community. MPL is prepared to convert library spaces to vaccination clinics or to host the MHD mobile vaccination van. The library continues to provide current, correct information about the vaccines. MPL is reviewing schedules and plans for reinstating services and hours. Responses from a public survey conducted online will help inform the planning process. Informational item.

BOARD EDUCATION

10. **Green Infrastructure.** Deputy Library Director Jennifer Meyer-Stearns introduced Erick Shambarger, Sustainability Director in the Environmental Collaboration Office (ECO). Director Shambarger shared information about the City's environmental investments and initiatives. Community goals include increased use of renewable energy sources, cutting carbon emissions, and transitioning to a clean energy economy while focusing on racial justice and equity. The City adopted a green infrastructure plan in 2019 and MPL is committed to supporting the City's larger goals. In collaboration with ECO, MPL has made lighting and HVAC upgrades to Central Library and participated in an energy saving performance contract with Johnson Controls. Additionally, solar panels have been installed at Central Library and Center Street and Tippecanoe branches. MPL has upgraded several branch library parking lots to include native landscaping and bioswales to help with storm water management. As part of the collaboration with ECO, MPL has incorporated programming and education about climate change and green initiatives. MPL workforce

development teams may also provide support for connecting the community with green jobs.
Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of
April 27, 2021 was adjourned at 5:22 p.m.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
SERVICES & PROGRAMS COMMITTEE
MINUTES
Wednesday, May 5, 2021**

Video Conference Call by GoToMeeting

PRESENT: Ald. Milele Coggs, Jennifer Smith, Michael Morgan, Joan Johnson

EXCUSED: Ald. JoCasta Zamarripa

OTHERS

PRESENT: MPL: Petra Duecker, Jennifer Meyer-Stearns, Matthew Pacyna, Judy Pinger, Anne Rasmussen, Derek Reilly, Victoria Sanchez, Rebecca Schweisberger, Michael Weber, Kelly Wochinske

Committee Chair Milele Coggs called the MPL Board of Trustees Services and Programs Committee meeting to order at 4:05 p.m. on May 5, 2021 with a quorum present. All Trustees and presenters participated by video conference.

1. **Committee Meeting Minutes Review**. Chair Coggs entertained a motion to accept the minutes from the May 4, 2020 meeting, listed as Attachment A of the agenda. Trustee Smith moved to approve and Trustee Morgan seconded. Motion passed.
2. **Safety Report**. Library Security Manager Michael Weber presented statistics about security incidents at all MPL locations during Quarter 1 2021. Total security incidents are down as a result of the limited service model. Security officers and library staff have noted an increase in security incidents resulting from mask mandates and closed areas of library buildings. A new category has been added to the security statistics to track incidents during virtual programs. Informational item.
3. **American Rescue Plan Act (ARPA) Proposals**. Library Director Joan Johnson presented information about the projects that will be presented for funding through ARPA and other sources. The Budget Office has asked all City departments to provide details about projects that will be presented for funding requests. MPL projects include:
 - Green Infrastructure – MPL will create outdoor gathering and programming spaces with an educational component. These spaces will allow in-person programming to begin safely while following social distancing guidelines.
 - Expanded Broadband Access – MPL is eligible for technology funding through the federal E-Rate program which now includes the Emergency Connectivity Fund (ECF). MPL will partner with City Information and Technology Management Division (ITMD) to increase broadband access citywide. To address community need during development, MPL plans to deploy a mobile wi-fi unit that can be used in areas with low or limited access.
 - Restorative Practices and Community Circles – MPL began using restorative practices and community circles in 2019, with a focus on teens and youth, as an alternative to punitive measures when addressing behavior issues. These programs help staff build relationships and support the community, particularly with managing stress arising from the COVID-19 pandemic.
 - Reach Out And Read – MPL will partner with medical agencies serving young families. This program focuses on early literacy and will expand the reach of the library by creating literacy-rich waiting room environments.

- Community Archive Project – MPL has been approached to partner on building digital archives for holdings related to local creative-placemaking work that has happened in the community over the past several years and build capacity for future growth. Informational item.
4. **Chromebook Lending Program.** Judy Pinger, Associate Library Director (Technical Services), presented information about an upcoming pilot program to offer Chromebooks for circulation. MPL purchased 390 Chromebooks; each branch will receive 25 for circulation and an additional 16 Chromebooks will be sent to the Atkinson, Center Street, Martin Luther King, and Mitchell branches, for use in the tele-court program. Carrying cases are also available for circulation with the Chromebooks. Chromebooks will be available for hold and transfer for checkout at suburban libraries. The program will begin in June and was funded through the CARES Act as well as a grant from Milwaukee County Court System. Staff is preparing an acceptable use policy which will be presented to the Board for approval. Informational item.
 5. **Summer Reading Program.** Youth Services Coordinator Kelly Wochinske shared information about MPL’s summer reading programs, which will run June 1-August 31, 2021. Programs and reading logs will be offered virtually while book bundles and craft activities will be available for pick-up at the library to encourage learning through experiences and discovery. In lieu of prizes or coupons, the library will give away books through community partners. Victoria Sanchez, School-age Education and Outreach Specialist, presented information about summer reading outreach to child cares and organizations serving school age children. In 2020, library staff created an infrastructure to maintain connections with child care providers via regular phone calls and emails. Child care teachers were invited to participate in MPL’s early literacy programs and read-aloud programs were recorded and available in English and Spanish. Giveaway books were delivered to each location for distribution so that each child receives a new book. Library staff will continue to use and build on this model for 2021. Petra Deucker, Teen Education and Outreach Specialist, shared information on the Teen Summer Challenge. The 2021 Teen Challenge Theme is Public Art Scavenger Hunt. Teens will follow customized learning tracks and the program will focus on reading, creating, and discovering. Participants will track their progress online and can engage in digital programming via social media platforms. The goal is to encourage young people to safely get out and enjoy the city by exploring public art in Milwaukee neighborhoods. Prizes will include gift cards to local businesses with a bicycle as the grand prize. Committee members are invited to sign up for the Book by Book Adult Summer Reading Program and to share information about the summer reading programs with their networks. Informational item.
 6. **Library Services Survey Results.** Derek Reilly, Research and Policy Analyst, shared data and patron feedback from the public services survey which began April 5, 2021 and was available for 3 weeks. Survey information and links were shared widely in a variety of platforms. Patron responses indicated materials browsing is the service they miss most, with in-person staff assistance in second place. The survey results will be used to help inform plans for reopening and service reinstatement. Informational item.

The meeting of the Milwaukee Public Library Board’s Building & Development Committee was adjourned at 5:02 p.m. on May 5, 2021.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES
Thursday, May 6, 2021**

Video Conference Call by GoToMeeting

PRESENT: Mark Sain, Ald. Nik Kovac, Matt Kowalski, Chris Layden, Michael Morgan, Joan Johnson

OTHERS

PRESENT: MPL: Eileen Force Cahill, Ryan Hayes, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Anne Rasmussen, Brett Rohlwing, Rebecca Schweisberger
Budget and Policy Division: Mason Lavey

Committee Chair Mark Sain called the MPL Board of Trustees Building and Development Committee meeting to order at 8:01 a.m. on May 6, 2021 with a quorum present. All Trustees and presenters participated by video conference.

1. **Approval of the Minutes.** Chair Sain entertained a motion to accept the minutes from the April 1, 2021 meeting, listed as Attachment A of the agenda. Trustee Kovac moved approval and Trustee Kowalski seconded. Motion passed.
2. **Martin Luther King Branch Redevelopment.** Library Construction Project Manager Sam McGovern-Rowen reported the project has received tax credits through the Wisconsin Housing and Economic Development Authority (WHEDA). MPL and the development team are preparing the project timeline with a goal to close on the development agreement by the end of 2021. Groundbreaking is expected to begin early next year with a projected 18-month construction schedule. Informational item.
3. **American Rescue Plan Act (ARPA) Infrastructure Projects.** Library Director Joan Johnson and Deputy Library Director Jennifer Meyer-Stearns shared information about ongoing and upcoming green infrastructure and environmental investment projects. The projects will focus on upgrading outdoor spaces and will be presented for consideration for ARPA funding. In addition to supporting the City's green infrastructure plan, outdoor gathering spaces will allow MPL to offer more in-person programming while following social distancing guidelines. The Committee discussed the timeline and process for ARPA funding requests and disbursement. Informational item.
4. **Capital Budget Request.** Deputy Director Meyer-Stearns presented an overview of the 2022 capital budget request of \$4.8M. Capital projects include ongoing mechanical systems maintenance at Central Library and several branch libraries, construction funding for the Martin Luther King branch redevelopment, and security camera and server upgrades. MPL uses regular facilities reviews to prioritize projects and is creating a facilities plan to identify upcoming needs. Informational item.
5. **Forest Home Sale Funds.** Director Johnson sought input for use of the \$375,000 unrestricted proceeds from the sale of the former Forest Home branch. MPL is considering purchasing a vehicle to use as a mobile library unit during the redevelopment of Martin Luther King branch and other construction projects. The mobile library unit can also be used for pop-up or community events, as a mobile wi-fi unit, and as back-up in the event of an emergency library closure. MPL staff will provide a formal presentation about the mobile library unit at the June 3, 2021 meeting. Informational item.

The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 9:05 a.m. on May 6, 2021.

ATTACHMENT A - P. 6 of 22

MPL CONSENT AGENDA

3b. Building & Development Committee Meeting Minutes

05/05/2021

P. 9

**Milwaukee Public Library
Financial Report
April 30, 2021**

2021

2020

City Revenues

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 23,881,151	\$ 8,314,401	34.8%
<i>Fines</i>	\$ 157,000	\$ (491)	-0.3%
<i>Lost Materials, etc.</i>	\$ 71,000	\$ 12,338	17.4%
<i>MCFLS Contracts</i>	\$ 762,627	\$ 5,716	0.7%
Total City Appropriation	\$ 24,871,778	\$ 8,331,964	33.5%

	Budget	Received to date	% Received
	\$ 22,651,855	\$ 7,550,708	33.3%
	\$ 183,000	\$ 41,453	22.7%
	\$ 95,000	\$ 17,089	18.0%
	\$ 722,367	\$ -	0.0%
Total	\$ 23,652,222	\$ 7,609,250	32.2%

City Expenses

Salaries & Benefits

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 13,001,478	\$ 4,123,485	31.7%
<i>Fringe Benefits</i>	\$ 5,980,680	\$ 1,811,934	30.3%
Total	\$ 18,982,158	\$ 5,935,419	31.3%

	Budget	Spent to date	% Spent
	\$ 13,019,079	\$ 4,077,674	31.3%
	\$ 5,207,632	\$ 1,704,359	32.7%
Total	\$ 18,226,711	\$ 5,782,032	31.7%

Operating Expenses

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 114,427	\$ 31,744	27.7%
<i>Tools & Machinery Parts</i>	\$ 20,001	\$ 11,400	57.0%
<i>Construction Supplies</i>	\$ 21,500	\$ 5,199	24.2%
<i>Energy</i>	\$ 787,811	\$ 149,530	19.0%
<i>Other Operating Supplies</i>	\$ 208,812	\$ 38,740	18.6%
<i>Vehicle Rental</i>	\$ 9,450	\$ 816	8.6%
<i>Non-Vehicle Equipment Rental</i>	\$ 28,050	\$ 4,219	15.0%
<i>Professional Services</i>	\$ 248,250	\$ 120,926	48.7%
<i>Information Technology Services</i>	\$ 407,800	\$ 300,529	73.7%
<i>Property Services</i>	\$ 1,252,790	\$ 517,640	41.3%
<i>Infrastructure Services</i>	\$ 35,000	\$ 29,273	83.6%
<i>Vehicle Repair Services</i>	\$ -	\$ -	100.0%
<i>Other Operating Services</i>	\$ 157,953	\$ 37,740	23.9%
<i>Reimburse Other Departments</i>	\$ 271,310	\$ 281,456	103.7%
Total	\$ 3,563,154	\$ 1,529,212	42.9%

	Budget	Spent to date	% Spent
	\$ 83,900	\$ 23,817	28.4%
	\$ 26,000	\$ 1,216	4.7%
	\$ 40,000	\$ 6,407	16.0%
	\$ 660,163	\$ 172,558	26.1%
	\$ 170,691	\$ 80,780	47.3%
	\$ 8,500	\$ 2,058	24.2%
	\$ 19,300	\$ 10,141	52.5%
	\$ 399,150	\$ 146,968	36.8%
	\$ 373,380	\$ 297,710	79.7%
	\$ 1,159,000	\$ 287,808	24.8%
	\$ 28,000	\$ 32,445	115.9%
	\$ -	\$ -	100.0%
	\$ 132,995	\$ 32,864	24.7%
	\$ 91,500	\$ -	0.0%
Total	\$ 3,192,579	\$ 1,094,772	34.3%

Equipment

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,800,000	\$ 599,068	33.3%
<i>Computers, etc.</i>	\$ 227,056	\$ 179,582	79.1%
<i>Other</i>	\$ 46,610	\$ 8,037	17.2%
Total	\$ 2,073,666	\$ 786,687	37.9%

	Budget	Spent to date	% Spent
	\$ 1,660,343	\$ 550,443	33.2%
	\$ 266,297	\$ 68,750	25.8%
	\$ 48,292	\$ 4,232	8.8%
Total	\$ 1,974,932	\$ 623,425	31.6%

Other Departmental Appropriation

	Budget	Spent to date	% Spent
<i>Villard Square Property Payment</i>	\$ 7,500	\$ -	0.0%
<i>East Property Payment</i>	\$ 3,000	\$ 2,996	99.9%
<i>Mitchell Street Property Payment</i>	\$ 69,000	\$ 13,500	19.6%
<i>Good Hope Property Payment</i>	\$ 45,000	\$ -	0.0%
<i>Contingent Energy Financing</i>	\$ 128,300	\$ 64,150	50.0%
Total	\$ 252,800	\$ 80,646	31.9%

	Budget	Spent to date	% Spent
	\$ 4,000	\$ 4,000	0.0%
	\$ 3,000	\$ 1,922	0.0%
	\$ 69,000	\$ 40,207	58.3%
	\$ 45,000	\$ -	0.0%
	\$ 137,000	\$ 62,892	45.9%
Total	\$ 258,000	\$ 109,021	42.3%

Total City Expenses	\$ 24,871,778	\$ 8,331,964	33.5%
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Total	\$ 23,652,222	\$ 7,609,250	32.2%
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**Milwaukee Public Library
Financial Report
April 30, 2021**

2021

2020

Additional Funding Sources

Contract Grants

	Budget	Spent to date	% Spent
WTBBL Jul '20 - Jun '21	\$ 1,053,580	\$ 810,258	76.9%
ILS Jul '20 - Jun '21	\$ 102,950	\$ 70,835	68.8%
Total	\$ 1,156,530	\$ 881,093	76.2%

	Budget	Spent to date	% Spent
	\$ 1,026,378	\$ 739,565	72.1%
	\$ 98,680	\$ 70,566	71.5%
	\$ 1,125,058	\$ 810,131	72.0%

Trust Funds

	Budget	Spent to date	% Spent
Materials	\$ 85,303	\$ 48,769	57.2%
Programming	\$ 24,000	\$ 4,516	18.8%
Training	\$ 8,000	\$ 2,235	27.9%
Marketing	\$ 20,000	\$ 90	0.5%
Contingency	\$ 2,500	\$ -	0.0%
Board Development	\$ 4,000	\$ 111	2.8%
Headline	\$ -	\$ -	0.0%
Strehlow 50+	\$ 39,615	\$ -	0.0%
E.C. Lange - Central Business Commons	\$ -	\$ -	0.0%
E.C. Lange - Community Room 1	\$ -	\$ -	0.0%
Total	\$ 183,418	\$ 55,721	30.4%

	Budget	Spent to date	% Spent
	\$ 112,640	\$ 49,094	43.6%
	\$ 34,000	\$ 7,411	21.8%
	\$ 13,000	\$ 5,383	41.4%
	\$ 29,000	\$ 3,140	10.8%
	\$ 4,000	\$ 1,086	27.2%
	\$ 6,000	\$ 148	0.0%
	\$ 5,000	\$ -	0.0%
	\$ 40,400	\$ 300	0.0%
	\$ 100,000	\$ -	0.0%
	\$ 300,000	\$ -	0.0%
	\$ 644,040	\$ 66,562	10.3%

Foundation Funds

	Budget*	Spent to date	% Spent
Materials	\$ 405,967	\$ 11,537	2.8%
Programming	\$ 1,640,850	\$ 211,211	12.9%
Total	\$ 2,046,817	\$ 222,748	10.9%

	Budget*	Spent to date	% Spent
	\$ 285,144	\$ 12,422	4.4%
	\$ 2,343,370	\$ 411,977	17.6%
	\$ 2,628,514	\$ 424,399	16.1%

*Foundation budget includes annual amount committed by the MPL Foundation plus prior year carryover

Investments

U.S. Bank National Assoc. Commercial Paper (rated A1+) confirmation #338121789 dated 3/29/21 and maturing 12/1/21 at a rate of 0.005%...\$350,000.00

Director's Report**May 2021****American Rescue Plan Act (ARPA)**

Director Joan Johnson and team monitored progress of the bill which ultimately became The American Rescue Plan Act of 2021 (ARPA). As the team learned what types of projects could be funded, they began to make contacts in the community to line up potential partners and develop plans for how the MPL could make use of the funds to help expand broadband access throughout the City. Under the portion of ARPA dubbed the Emergency Connectivity Fund and worth \$7.2 billion nation-wide for up to ten years, libraries and schools are eligible to apply for equipment and services that support remote learning for students. New with this funding is the ability to purchase end-user devices such as modems, laptops and hot spots that can be used off-site in places such as households, community centers, etc. Meetings included key stakeholders such as the Mayor and his team, the City's Information Technology Management Dept. (ITMD), Milwaukee County Federated Library System (MCFLS), Dept. of Public Instruction's (DPI) Asst. Superintendent and Library Leadership Team staff, philanthropic organizations focused on digital inclusion and technology, and youth-serving organizations. In response to the opportunities presented by ARPA, Johnson participated in several supportive information sessions and discussions in peer-networking groups at the national and state level.

City Departments were asked by the Barrett Administration to share their intent and to submit their respective proposals to the budget office in advance of filing applications with federal agencies. With less than a 3-day lead time, Johnson and team responded valiantly with twelve (12) viable proposals for consideration of funding from the City's allocation of \$394M (down from \$406M) from the ARPA Local Fiscal Recovery Fund.

To improve MPL's prospects for project eligibility for funding, Johnson participated along with other libraries and library-supporting organizations and partners in submitting comments to the Federal Communications Commission (FCC) regarding the rules that will apply to the administration of the funds allocated to the Emergency Connectivity Fund mentioned above. Some MPL comments were bolstered by the Urban Libraries Council's show of support in their submission for the "Reply to Comments" phase of the process.

MPL Foundation and Friends of the MPL

Johnson is working with MPL Foundation staff to keep Central Library docents engaged during MPL's reduced services phase. The docents will resume giving tours of Central when it reopens fully to the public. Two virtual meetings have been hosted so far this year in an effort to restart the Docent Enrichment educational program series prior to reopening.

Johnson and team members attended the MPL Friends of the Library Spring Literary Luncheon which was held virtually for a second year in a row. The program format featured a deeply rich and intimate conversation between authors Kiley Reid and Chloe Benjamin. This annual celebration of the Friends volunteers and library supporters was a huge success for all involved. The money raised by this group supports library collections and is greatly appreciated by the library team.

Johnson attended the first meeting of the Joint Legislative Committee composed of MPL Board Trustees and MPL Foundation Board members which was productive and informative. This committee was formed to help guide the response to the Financial Sustainability Task Force recommendations as outlined in "Balancing the Books." The committee determined next steps for how they will proceed with advocacy on MPL's behalf.

Community

Johnson was invited by Dr. Joan Prince to participate in a Research Application/Community Roundtable for Vice-President Kamala Harris at UWM. She was asked to speak about MPL's solar power investments and related public education programs. The event was live streamed on YouTube 5-4-21. The link below leads to a video clip that is about 39 mins long. Johnson is introduced at approximately the 18:30 mark. <https://www.channel3000.com/watch-vp-kamala-harris-holds-roundtable-on-jobs-in-milwaukee/>

A community leader recommended that Johnson be asked to join WTMJ Community Connections group. It is led by a team of TMJ4 managers who engage monthly with different members of the community to discuss issues impacting

Southeast Wisconsin. The group represents a cross-section of stakeholders, including pastors, social workers, educators, students, law enforcement, city organizers and more. It is turning out to be an excellent way for the MPL to keep its finger on the pulse of the community and has also led to some wonderful special interest stories about the library airing on the local news.

MPL regularly supports University of Wisconsin-Milwaukee (UWM) School of Information Science (SOIS) and other students in their educational efforts by participating in surveys and other research projects. Johnson spent some time with a museum studies graduate student for a project with America's Black Holocaust Museum.

Johnson met with Literary Services of Wisconsin's director to explore areas for potential collaboration, joint programming and cross-promotion.

Other

Director Johnson met with other City cabinet members to gain and offer support for advancing departmental goals. This has been particularly fruitful with the Department of Employee Relations' assistance in helping MPL achieve long-term goals related to HR functions and for MPL to support city-wide goals led by the Milwaukee Health Department to increase vaccine-uptake in selected communities.

MPL HELPS PEOPLE READ

Book Chat with Author Nghi Vo. Book Chat is MPL's monthly signature literary program featuring a special guest recommended reads by library staff. This month we welcomed Nghi Vo, author of the novellas *The Empress of Salt and Fortune* and *When the Tiger Came Down the Mountain*, and forthcoming novel *The Chosen and the Beautiful*. Vo is bright new voice in the fantasy, science fiction and horror genres. She wrote part of her award winning novella, *The Empress of Salt and Fortune*, at the East Branch of Milwaukee Public Library! The event was co-sponsored by Boswell Book Company. Attendance: 18

Día de los niños/Día de los libros. On April 30, 2021, Education and Outreach Services staff presented a spirited bilingual Spanish/English virtual program to celebrate El día de los niños/ El día de los libros- Children's Day/ Book Day. The ALA explains, "Día is a nationally recognized initiative that emphasizes the importance of literacy for all children from all backgrounds. It is a daily commitment to linking children and their families to diverse books, languages and cultures." Children and their caretakers enjoyed bilingual read alouds of two books from authors and illustrators that grew up in Spanish speaking households in Mexico, Colombia and the United States. They clapped, danced and played instruments to a version of a lively song called "Al Tambor" originating from Panama. For the culminating activity, MPL staff from the Virtual Story Time Team and children participating that day submitted their favorite book titles to the presenters before and during the program. Images of the books were then placed on a beautifully designed digital book collage and shared on the screen. Presenters cheered and celebrated the community of readers and learners on the collage as they read the names of children and staff along with their favorite book titles. Attendance: 27

MPL HELPS PEOPLE LEARN

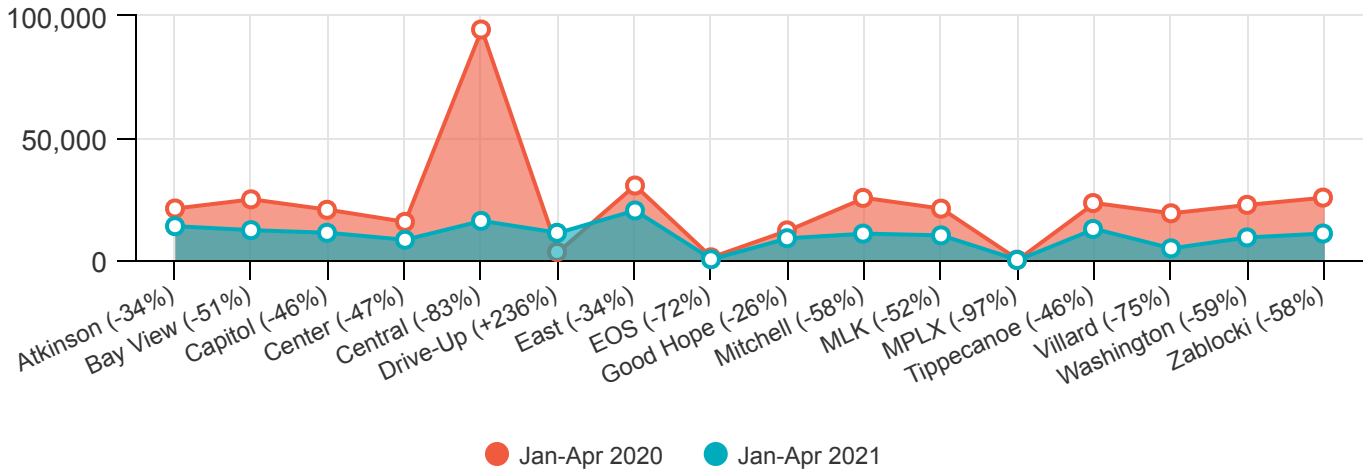
Technology Tuesdays (series). This program supports the Milwaukee Public Library's strategic plan outcome of increasing digital inclusion by identifying current and future trends in all realms of technology and presenting them to library patrons in a straightforward and easy to understand manner. Patrons continue to increase their knowledge of computer hardware, the different ways technology can be used to enhance day-to-day life, and how to take part in different forms of online content creation. Specifically, in April the topics covered were: Social Media Etiquette, What Do I Read Next, Creating Online with Canva, and Your iPad Tour. Technology Tuesdays is also very popular for asynchronous program participation, with April programs receiving 65 views this month. Attendance: 66

MIAD Class Panel Discussion. Staff members of the Central Library Children's Room participated in a professional panel for the Milwaukee Institute of Art and Design class, The History of Picture Book Illustration. Librarians showcased books they use during story time, highlighting the illustrations and how they support the story. The panel discussed how illustrations can add cultural specificity to a picture book and how illustrations play a role in how titles are selected for the library. MIAD students reported that the panel was helpful in understanding the overall course content. Students were also invited to explore the picture book collection in person when the library is open for browsing. Attendance: 20

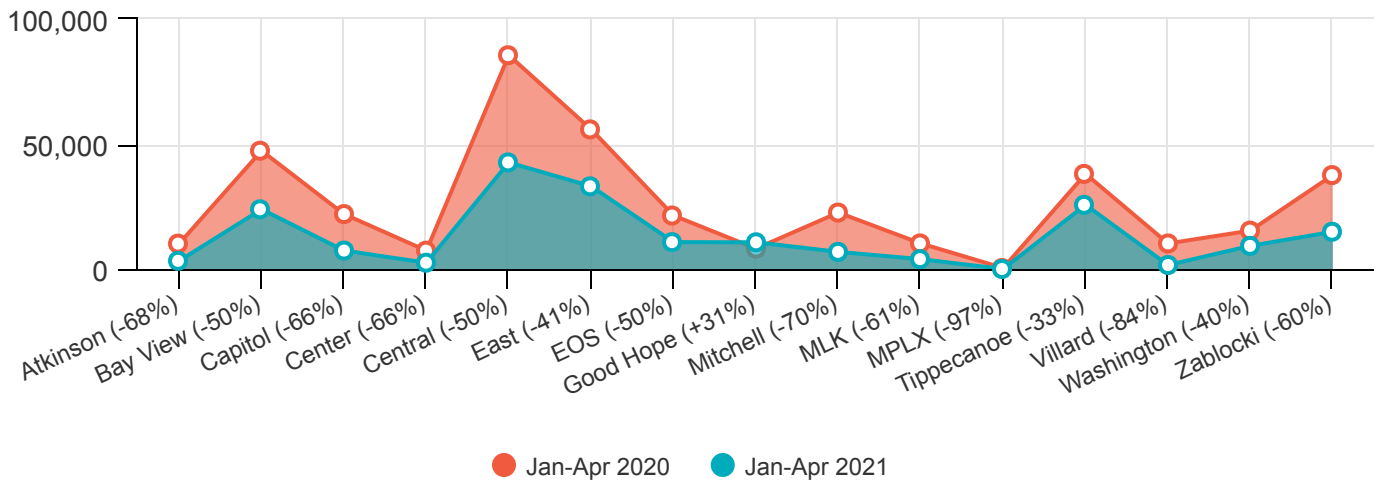
MPL HELPS PEOPLE CONNECT

Milwaukee Zine Fest. Milwaukee Public Library and The Bindery co-presented this year's Milwaukee Zine Fest, a virtual festival celebrating local zine makers. Four virtual programs occurred April 17-18: Creating Zines in Pandemic Times; Intro to Zine-Making & Drop-in; Getting Your Zines Sold, and Emerging Voices in Zine Making. Additionally, the MPL Makerspace team created Zine Fest Take and Make Kits available at every Milwaukee Public Library location. Attendance for virtual programs: 150

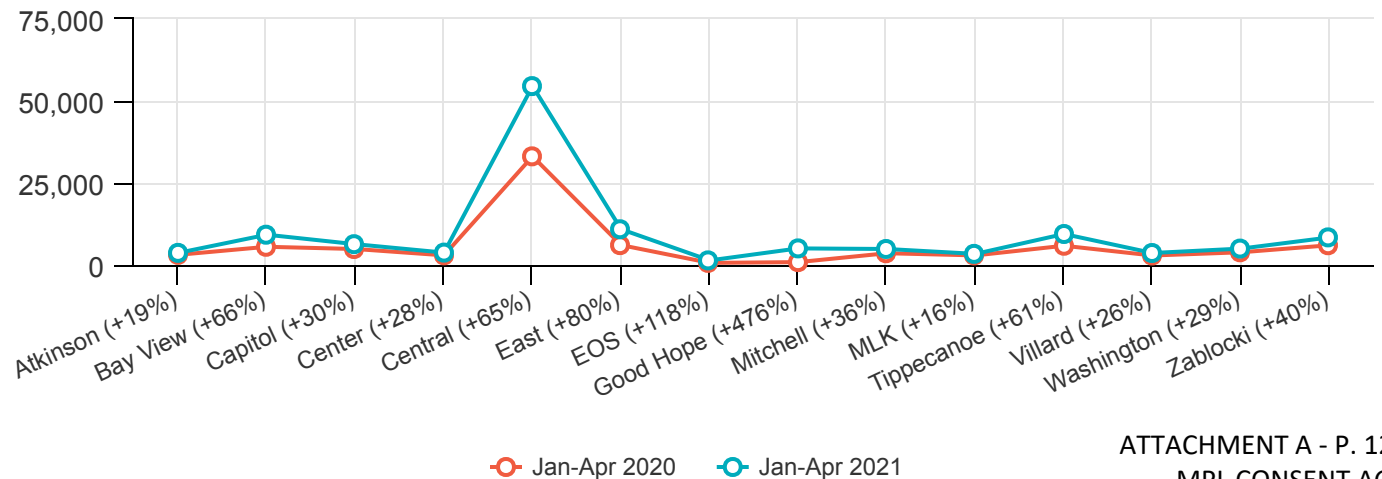
Patron Visits



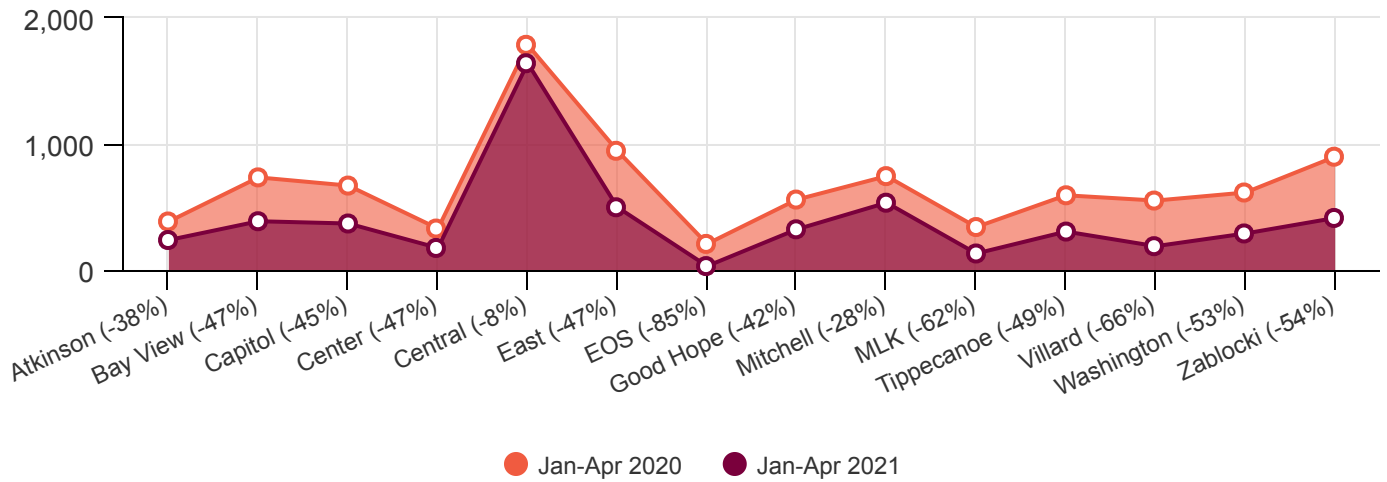
Traditional Circulation



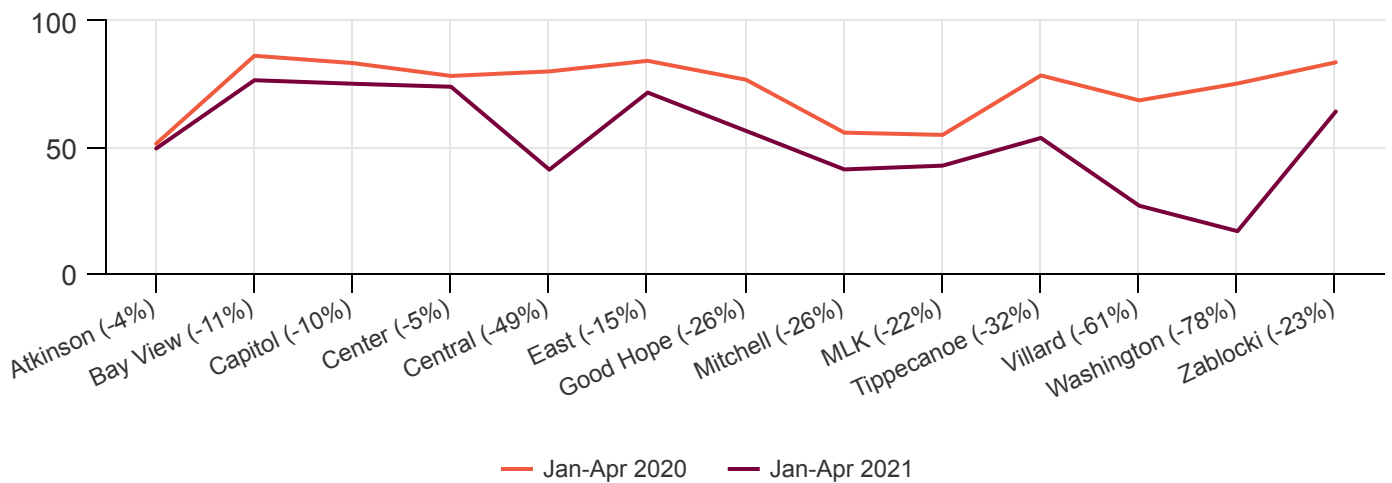
Paging Slips



Registration

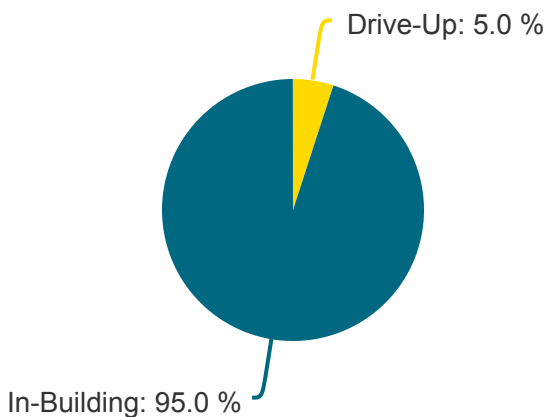


Self-Check %

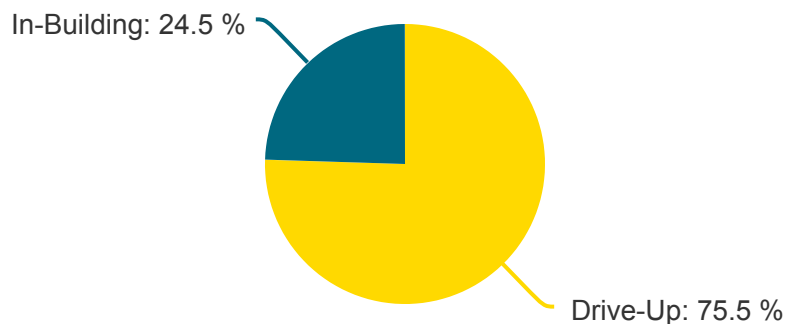


Central Drive-Up vs. In-Building

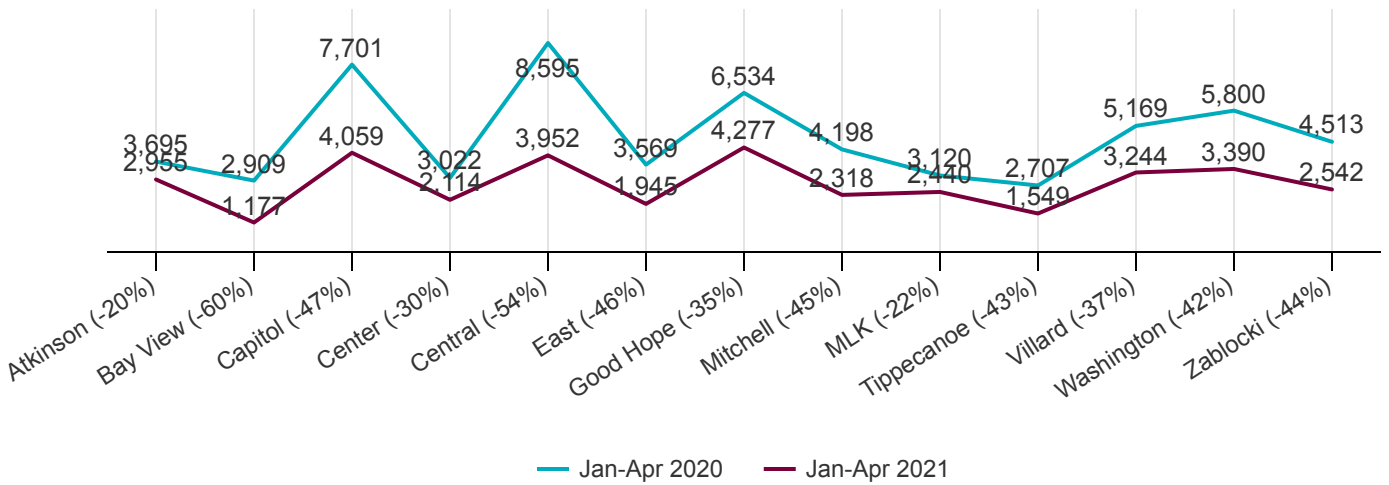
Jan-Apr 2020



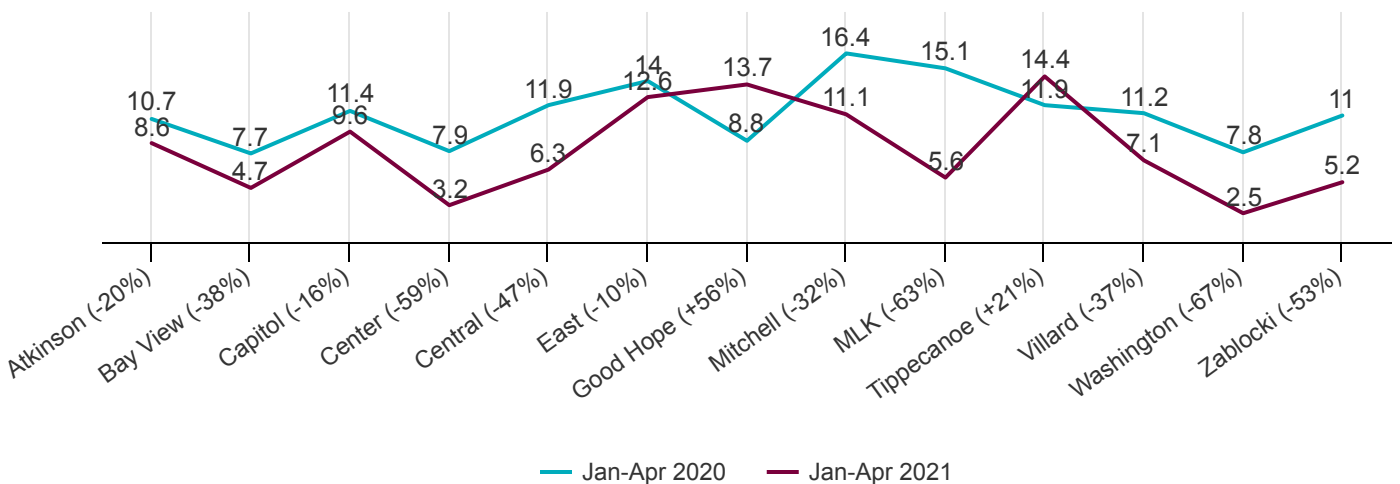
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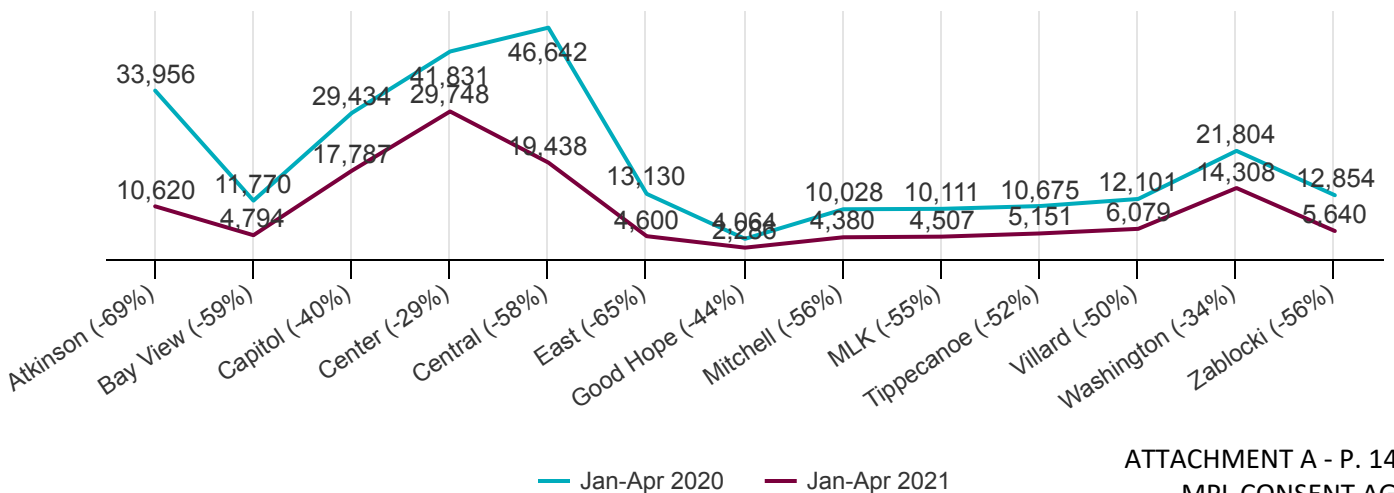
Print, Copy, Fax Jobs



Public Computer Usage %



Wi-Fi Sessions



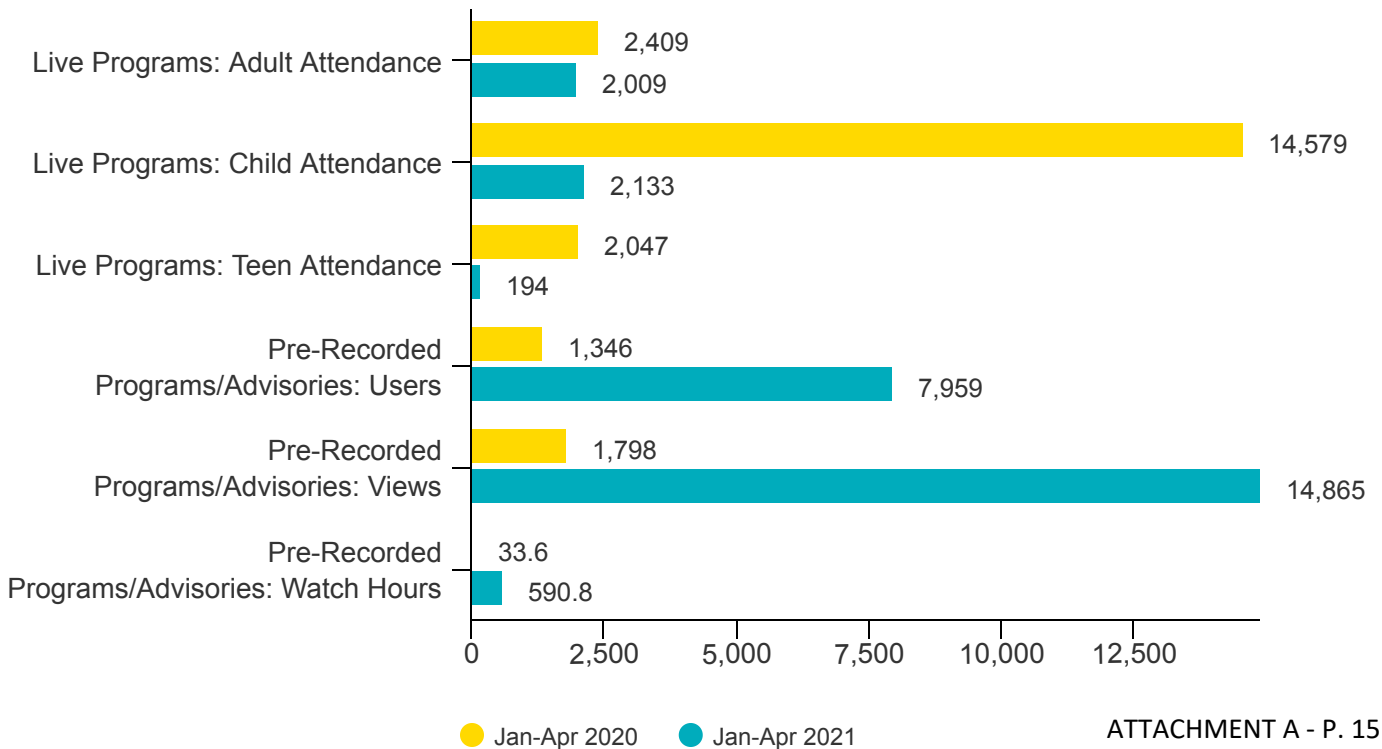
Web Circulation

Platform	Jan-Apr 2020	Jan-Apr 2021	Change
CONTENTdm	161,821	239,966	+48%
Freegal	36,441	35,713	-2%
Hoopla	18,128	14,316	-21%
OverDrive	101,236	106,083	+5%
Total	317,626	396,078	+25%

Ready Reference

Platform	Jan-Apr 2020	Jan-Apr 2021	Change
Phone: Calls Answered	16,825	24,341	+45%
Virtual: Chat Sessions	1,240	902	-27%
Virtual: Email Responses	868	565	-35%
Total Transactions	18,933	25,808	+36%

Programming



MILWAUKEE PUBLIC LIBRARY

BOARD OF TRUSTEES

BYLAWS

ARTICLE I – NAME AND PURPOSE

The name of this organization shall be the “Milwaukee Public Library,” hereinafter referred to as the “Library.” The purpose of the Library shall be to provide informational, cultural, educational and recreational resources and services to the people of Milwaukee, and through contract, to other appropriate political jurisdictions or organizations.

ARTICLE II – GOVERNANCE

Section 1. The general management, regulation and control of the Library shall be vested in a Board of Trustees, hereinafter referred to as the “Board,” constituted under Chapter 43 of the Wisconsin Statutes.

Section 2. All members of the Board shall be appointed and serve terms as defined in Chapter 43 and are eligible for reappointment. Each shall serve until a replacement is named. In the event of a vacancy, the President shall make a request in writing to the appointing authority, that a replacement be made. The Mayor and Library Director will be copied on the correspondence. As determined by the appointing authority, Trustees may be permitted to serve after their term ends to allow for transitional periods.

Section 3. The Board shall have powers as defined under Chapter 43 of the Wisconsin Statutes.

Section 4. Trustees may be asked to resign for cause upon a two-thirds approval of the Board. Whenever a member of the Board is unable to attend a scheduled Board or committee meeting, they should notify the secretary or the secretary’s administrative assistant to ensure their absence is excused. If the notification is not received, it will be considered an unexcused absence. The standard for attendance shall be 70%. Unexcused absences representing more than 30% of the Board and/or committee meetings shall be grounds for the Board’s Executive Committee to consider asking the trustee to resign. The attendance record is to be communicated annually to the Trustee and to the President as a matter of record. Continued failure to meet standard attendance requirements may be communicated to the appointing authority.

Section 5. Telephone and video conference calls among members of a governmental body fit within the definition of “meeting” subject to the Wisconsin Open Meetings Law. 69 Op. Att’y Gen. 143 (1980). A telephone or video conference call is acceptable as long as the appropriate notice is given and the conference call is made reasonably accessible to the public. It is the Board’s expectation that members of the Board attend meetings in person, but when unavoidable, they may participate in Board meetings via conference calls long as the meeting is properly noticed, and telephone participation is conducted using a speaker phone that allows all those physically present at the meeting to hear any comments made by the conference call participants, and allows those participants to hear what is being said by those physically present.

Section 6. All trustees shall serve without pay, but they may be reimbursed for any and all reasonable expenses incurred in the interest of the Library, including membership dues in Library organizations, conference attendance and necessary publications, when so authorized by the Board.

Section 7. Trustees selected as committee chairs will run the committee meeting and represent the committee at regular Board meetings.

ARTICLE III – OFFICERS

Section 1. At the annual meeting in May of each even-numbered year the Board shall elect one of its members as president, who shall hold office for two years and shall preside at the meetings of the Board when present. The newly elected president will assume the position immediately following the vote. No one shall serve more than two consecutive terms as president. The president shall preside at all meetings of the Board, authorize calls for any special meetings, appoint all committees and fill any vacancies that may occur, execute all documents authorized by the Board and generally perform all duties associated with that office.

Section 2. At the same meeting the Board shall also elect for a term of two years a vice president from among its members. The newly elected vice president will assume the position immediately following the vote. The vice president shall perform the duties of the president in the absence of such officer. No one shall serve more than two consecutive terms as vice president. The vice president, in the event of the absence or disability of the president, or of a vacancy in that office, shall assume and perform the duties and functions of the president.

Section 3. At the same meeting the Board shall also elect for a term of two years a financial secretary who shall also be the chairperson of the Finance & Personnel Committee. The newly elected financial secretary will assume the position immediately following the vote. The financial secretary shall not have the authority to personally invest any Milwaukee Public Library funds. The financial secretary along with the Finance & Personnel Committee and Library Administration will review the performance of the investment broker, investment management firm, or banking institution at least quarterly and report their findings to the Milwaukee Public Library Board of Trustees. The financial secretary shall serve as chair of the Finance and Personnel Committee and shall receive monthly statements of the Trust Funds performance from the investment management firm.

Section 4. The Library Director shall be ex-officio secretary of the Board. The Deputy Library Director shall serve as deputy Board secretary. The Library Director and the Deputy Library Director in this capacity shall be non-voting. The secretary shall keep a true and accurate record of all meetings of the Board, shall execute all documents authorized by the Board, shall issue notice of all regular and special meetings, and shall perform such other duties as are generally associated with that office.

Section 9. If a vacancy occurs in any office, a successor shall be elected and remain in office until the next annual election.

ARTICLE IV – MEETINGS

Section 1 – Regular Meetings. Regular meetings of the Board shall be held at a minimum of six times per year. The date and hour for the regular meetings will be set at the Board’s October meeting after the Common Council schedule is issued, but may be subject to change during the year subject to a majority approval of the Board, formal notification of all Board members and satisfaction of statutory requirements in conformity with the Wisconsin Open Meeting law.

Section 2 – Special Meetings. Special meetings may be called at the direction of the president, or called at the written request of five members, for the transaction of business as stated in the call for the meeting. Except in cases of emergency, at least 48 hours’ notice shall be given. In no case may less than two hours’ notice be given.

Section 3 – Annual Meeting. The annual meeting of the Board shall be held in May at such hour, date and place as the Board may determine.

Section 4 – Notices. Each member of the Board shall be notified of regular Board and committee meetings. Any member of the Board may attend and participate in discussion. In the event of an absence or vacancy, the Board President may appoint a substitute Trustee to the committee. The Board shall approve the temporary appointment.

Section 5 – Open Meetings Law Compliance. All Board meetings and all committee meetings shall be held in compliance with Wisconsin Open Meeting Law (Wisconsin Statutes Sections 19.81 to 19.98).

Section 6 – Parliamentary Procedure. The rules contained in *Robert’s Rules of Order*, latest revised edition [or *The Standard Code of Parliamentary Procedure* by Alice F. Sturgis], shall govern the parliamentary procedure of the meetings, in all cases in which they are not inconsistent with these bylaws and any statutes applicable to this Board.

Section 7 - Quorum. A majority of filled seats on the board constitutes a quorum for the transaction of business as required by Wisconsin Statutes Section 43.54(1)(e).

ARTICLE V – COMMITTEES

Section 1 – Standing Committees. There shall be five standing committees. The members of these committees shall be appointed annually by the President not later than the first meeting after the annual meeting in May, and shall serve for one year, or until their successors are appointed. All standing committee members must be sitting members of the current Board of Trustees.

Executive Committee consisting of four (4) members (the president, the vice-president, the financial secretary and the immediate past-president).

- The Executive Committee shall review any and all amendments to the Board’s bylaws prior to action by the Board.
- The Executive Committee may meet between the meetings of the Board, shall act for the Board in implementing established policies and programs, and shall serve as the administrative arm of the Board. It shall have the power to fill vacancies for officers and members of the Executive

Committee; the persons so appointed are to be confirmed by a majority Board vote and are to serve until the following annual election.

- The Executive Committee shall meet with the Library Director annually in December to review achievements for the year and goals for the coming year.
- The MPL Board President or the President's designee will fill the designated seat on the MPL Foundation Board.

Finance and Personnel Committee consisting of five (5) members.

- The Finance & Personnel Committee may review the annual budget summary with the Library Director.
- The Finance & Personnel Committee shall review the performance of the trust fund investment advisor at least quarterly.
- The Finance & Personnel Committee shall hear appeals by regularly appointed employees who by notice of the Library Director have been removed, discharged or demoted, or have been suspended in excess of fifteen days or have received a second suspension for any period within six months of the first, provided they appeal in writing within three days from the time the notice is served upon the employee. No employee regularly appointed shall be removed, discharged, demoted or suspended except for just cause. The Finance and Personnel Committee shall follow the requirements of due process contained in Section 63.43 and 63.44 of the Wisconsin Statutes. (see MPL Board of Trustees Operating Guidelines).

Innovation and Strategy Committee consisting of five (5) members.

- The Innovation & Strategy Committee will explore long-term solutions and make recommendations to the Milwaukee Public Library Board of Trustees for strengthening the organization and improving the funding structure of the Milwaukee Public Library.

Library Building and Development Committee consisting of five (5) members.

- The Library Building and Development Committee shall recommend any changes in existing space needs, approve major alterations and, when appropriate construction of new facilities.

Library Services and Programs Committee consisting of five (5) members.

- The Library Services and Programs Committee shall review Library services and programs.
- The Library Services and Programs Committee shall hear written appeals from the community on issues related to Library services.

Section 2 – Nominating Committee. A nominating committee shall be appointed by the president three months prior to the annual May meeting of every even numbered year and shall present a slate of officers at the annual meeting. Additional nominations may be made from the floor at that time.

Section 3 – Ad Hoc Committees. The president shall appoint special committees as needed. Ad hoc committees for the study of special problems shall be appointed by the president, with the approval of the Board, to serve until the final report of the work for which they were appointed has been filed. These committees may also include staff and public representatives, as well as outside experts.

Ad hoc committees are advisory to, and not binding on, the Board of Trustees. Only sitting members of the current Board may serve as committee chairs.

Section 4 – Non-voting positions. Standing and special committees may include staff, public representatives, as well as outside experts. These individuals will be considered as ex-officio members. These shall be non-voting positions.

Section 5 – Committee Quorum. A majority of any committee and a minimum of three members shall constitute a quorum for the transaction of business under its supervision or referred to it.

Section 6 – Power of the Committees. No committee will have other than advisory powers unless, by suitable action of the Board it is granted specific power to act and a quorum of the Board is present.

ARTICLE VI – GENERAL

Section 1 – Bylaws Amendment. The Milwaukee Public Library Board of Trustees Bylaws may be amended at any regular meeting of the Board, provided that the amendment has been submitted in writing to the full Board at least thirty days before the designated vote. Revised bylaws take effect at the end of the meeting at which they were adopted.

Section 2 – Bylaws Review. The Milwaukee Public Library Board of Trustees Bylaws will be reviewed by an Ad hoc committee every four years.

Section 3 – Public Comment. The board may hear public comment about particular concern or needs. The board should limit itself to answering basic questions from the public and place the matter on a future meeting agenda if additional discussion or deliberation on the issue is needed.

Although it is not required, the Wisconsin Open Meetings Law does permit a governmental body to set aside a portion of an open meeting as a public comment period. Wisconsin Statutes 19.83(2) and 19.84(2). Such a period must be included on the meeting notice. During such a period, the body may receive information from the public and may discuss any matter raised by the public. If a member of the public raises a subject that does not appear on the meeting notice, however, it is advisable to limit the discussion of that subject and to defer any extensive deliberation to a later meeting for which more specific notice can be given. In addition, the body may not take formal action on a subject raised in the public comment period, unless that subject is also identified in the meeting notice.

ARTICLE VII – RECORDS

Section 1. The official records of the proceedings of the Board of Trustees and its committees shall be kept in the secretary's office and shall be open to public inspection and examination upon request. The secretary shall also serve as custodian of the Board's records.

Section 2. The Board of Trustees shall comply with Wisconsin Statutes which cover the open records law for public institutions.

ARTICLE VIII – LIBRARY DIRECTOR

Section 1. The Mayor shall appoint a Library Director, Section 66.146 (1)(1), Wisconsin Statutes.

Section 2. The Library Director shall serve as the chief executive officer of the Library system, subject to the policies established by the Board, as well as Secretary ex-officio of the Board of Trustees. This shall be a non-voting position.

Section 3. The Library Director in keeping with the policies of the Board, shall be responsible for the operation of the library, its facilities, equipment, staffing, and collection, and for its financial operation within the limitations of the budgeted appropriation, for the efficiency of Library service to the public.

Section 4. It shall be the duty of the Library Director, as secretary of the Board of Trustees, to be present at meetings of the Board and of the committees. In the absence of the Library Director, the Deputy Library Director will act in this capacity.

ARTICLE IX – CONFLICT OF INTEREST

Section 1 – Prohibition to Contract or Bid. Board members may not in their private capacity negotiate, bid for, or enter into a contract with the Milwaukee Public Library in which they have a direct or indirect financial interest.

Section 2 - Recusal. A Board member shall withdraw from Board discussion, deliberation, and vote on any matter in which the Board member, an immediate family member, or an organization with which the Board member is associated has a substantial financial interest.

Section 3 – Avoidance of Influence. A Board member may not receive anything of value that could reasonably be expected to influence their vote or other official action.

Section 4 – Code of Ethics. The City of Milwaukee Code of Ethics (Chapter 303, Milwaukee Code) is accessible on the official website of the City of Milwaukee: <https://city.milwaukee.gov/home>

ARTICLE X – REPRESENTATION

Under City Charter the City Attorney shall represent the Board and defend the Board and its members in any legal action.

REVISIONS

Revisions to the Milwaukee Public Library Board of Trustee Bylaws prepared by the Milwaukee Public Library Board of Trustees Ad-Hoc Bylaws Committee October 28, 2008 through February 13, 2009.

Reviewed by the Deputy City Attorney on March 5, 2009.

Approved by the Milwaukee Public Library Board of Trustees at their March 17, 2009 meeting.

Revision to Article IV – Quorum, Section 1, approved by the Milwaukee Public Library Board of Trustees at their May 20, 2010 meeting.

Revisions to the Milwaukee Public Library Board of Trustee Bylaws prepared by the Milwaukee Public Library Board of Trustees Ad-Hoc Bylaws Committee, convened on December 17, 2018.

Approved by the Milwaukee Public Library Board of Trustees at their April 23, 2019 meeting.

Revised to permit participation in closed session discussion by telephone or video conference call.

Clarified the date upon which newly elected officers assume their office. Submitted to the Milwaukee Public Library Board of Trustees at their May 26, 2020 meeting.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
FINANCE & PERSONNEL COMMITTEE
MINUTES**

Tuesday, April 27, 2021

Video Conference Call by GoToMeeting

PRESENT: Teresa Mercado, Sup. Marcelia Nicholson, Mark Sain, Joan Johnson

EXCUSED: Ald. Milele Coggs, Jennifer Smith

OTHERS

PRESENT: MPL: Jennifer Meyer-Stearns, Sarah Leszczynski, Matthew Pacyna,
Rebecca Schweisberger
Budget and Policy Division: Mason Lavey

Trustee Nicholson called the meeting of the Board of Trustees Finance & Personnel Committee to order at 3:10 p.m. on Tuesday, April 27, 2021. All Trustees and presenters participated by video or audio conference.

1. **Committee Meeting Minutes Review.** The Committee reviewed the minutes from the January 26, 2021 meeting. Trustee Sain moved to approve the minutes and a voice vote was called. Motion passed.
2. **Financial Statements and Auditors' Report.** Mr. Brandon Panka of Reilly Penner & Benton LLP presented the Financial Statements and Independent Auditors' Report of the Milwaukee Public Library Trust Fund for calendar year 2020. The independent auditors have issued an unqualified opinion of MPL Trust Fund financial statements. Mr. Panka noted the audit was conducted virtually and went very smoothly. Deputy Library Director Jennifer Meyer-Stearns thanked Mr. Panka and Sarah Leszczynski for their work on the audit. Trustee Sain moved approval of the 2020 Independent Audit Report as prepared by Reilly Penner & Benton LLP. A voice vote was called; motion passed.
3. **Quarterly Library Report of the Internal Control of the MPL Trust and Gift Funds.** Deputy Library Director Jennifer Meyer-Stearns reported on the 2021 first quarter internal controls. She reported all internal control processes were followed and there were no accounting issues. Informational item.
4. **Contract Awards – Wisconsin Talking Book and Braille Library and Interlibrary Loan Service.** Library Business Manager Sarah Leszczynski presented the Wisconsin Talking Book and Braille Library (WTBBL) and Interlibrary Loan Service (ILS) contracts for approval. MPL enters into these agreements each year and they run July-June, in conjunction with the State budget cycle. The WTBBL total is \$1.1M and the ILS total is \$69,300; the totals have increased over last year but the terms of the contract remain the same. The increases are due to changes in the WTBBL service model and salary and benefit increases. The Committee was briefed on the services WTBBL and ILS provide and the approval process. Trustee Sain moved to approve the WTBBL and ILS contracts. A voice vote was called; motion passed.

4. **2022 Budget.** The City of Milwaukee Budget Office requested MPL submit a cost to continue budget, which would maintain the same hours and levels of service as in 2021. Director Johnson reported the 2021 budget request is in preparation and the final request will be presented to the Committee and full Board later this year. MPL anticipates the 2022 budget will include increases for inflation, salary raises, and security contract costs. Informational item.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 3:51 p.m. on Tuesday, April 27, 2021.
