



MILWAUKEE

PUBLIC LIBRARY

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

Michele Bria, President

Joan Prince, Vice-President

Chris Layden, Financial Secretary

Paula Kiely, Secretary

Ald. Milele Coggs, Ald. Nik Kovac, James Marten, Ald. Michael Murphy,

Sup. Marcelia Nicholson, Dir. Mark Sain, Jennifer Smith

Secretary's Assistant: Rebecca Schweisberger (414) 286-3021

Tuesday September 25, 2018

4:30 p.m.

Central Library

Community Meeting Room 1

814 West Wisconsin Avenue

Milwaukee, WI 53233

AGENDA

REVISED 09/24/18

PUBLIC COMMENT

Library Director Paula Kiely will introduce Victoria Robertson, Human Resources Officer.

SPECIAL COMMUNICATION

1. **Trustee Recognition**. The Board will present a resolution honoring Board member Sharon Cook, thanking her for her eleven years of service.
2. **New Trustee Pin Presentation**. Board Chair Michele Bria will present Trustees Marten and Murphy with MPL pins.

CONSENT AGENDA

Attachment A, page 3

3. **Regular Board Meeting Minutes July 24, 2018.**
4. **Committee Reports.**
 - a. Finance & Personnel Committee Meeting July 24, 2018

5. **Administrative Reports.**
 - a. Personnel Actions
 - b. Financial Report
 - c. Library Director's Report

NEW BUSINESS

6. **Budget.** Budget Director Dennis Yaccarino will share information about the City's Budget and its impact on Library funding.

REPORTS

7. **Finance & Personnel Committee Meeting.** Committee Chair Chris Layden will provide a report on the September 25, 2018 special meeting and request a contract award.
Attachment B, page 29
8. **Building & Development Committee Meeting.** Committee Chair Mark Sain will provide a report on the September 6, 2018 meeting and present two items for Board approval: first, purchase of the library unit within Villard Square for use as a public library and second, the addition of a co-developer on the Martin Luther King Jr. Branch redevelopment project.
Attachment C, page 30
9. **Innovation & Strategy Committee Meeting.** Committee Chair Joan Prince will provide a report on the August 8, 2018 meeting.
Attachment D, page 31
10. **MPL Foundation Report.** MPL Foundation Executive Director Ryan Daniels will report on 2018 fundraising.

REMINDER: Next scheduled meetings are:

- October 4, 2018 Building & Development Committee - Central Library, 8:00 a.m.*
- October 10, 2018 Innovation & Strategy Committee - Central Library, 8:00 a.m.*
- October 23, 2018 Finance & Personnel Committee - Central Library, 4:00 p.m.*
- October 23, 2018 Regular Meeting - Atkinson Library, 4:30 p.m.*

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 July 24, 2018
Central Library Community Room 1
814 West Wisconsin Avenue
Milwaukee, WI 53233**

PRESENT: Michele Bria, Ald. Milele Coggs Sharon Cook, Ald. Nik Kovac, Chris Layden, James Marten, Ald. Michael Murphy, Joan Prince, Jennifer Smith, Paula Kiely

EXCUSED: Sup. Marcelia Nicholson, Mark Sain

STAFF: Rachel Arndt, Eileen Force Cahill, Joan Johnson, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Rebecca Schweisberger, Kelly Wochinske

OTHERS

PRESENT: Mason Lavey, Budget and Policy Division

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:37 p.m. on July 24, 2018 with a quorum present. Trustees Coggs, Cook, and Prince participated by conference phone. President Bria announced that beginning September 2018 all meeting agendas will be sent electronically. Any Trustee who wishes to receive a paper copy should send the request to Rebecca Schweisberger.

PUBLIC COMMENT

Mr. Dan Lee addressed the Board regarding naming of the new library that will replace the current Mill Road branch, which will be located at 7717 W. Good Hope Road. Mr. Lee is a MPL employee but made his comments as a private citizen and lifelong resident of the 9th Aldermanic District. He requested the Board consider the name Granville Branch Library for the new building. To support his request, Mr. Lee submitted a 2010 Milwaukee County street map, distributed by the Milwaukee County Board of Supervisors, on which the intersection of 76th Street and Good Hope Road is labeled 'Granville Center'. Granville Center was one of the seven historic settlements in the old town of Granville. The second item presented was a copy of an article from the April 4, 1956 Milwaukee *Journal Sentinel*. The article reported the results of a joint referendum held on April 3, 1956, when residents voted to consolidate Granville and Milwaukee. The boundaries of the area formerly known as Granville largely overlap with the service area of the current Mill Road branch. Mr. Lee believes naming branches for the neighborhoods they are located in and serve can help promote neighborhood identity, development, and historic connection. The final item presented was a chart showing the percentages of MPL branch libraries named after neighborhoods compared with other library systems. The supporting documents are attached to these minutes.

SPECIAL COMMUNICATION

1. **Trustee Recognition.** President Bria presented a resolution honoring Alderman Cavalier Johnson, thanking him for his one year and six months of service.

 2. **New Trustee Introduction.** President Bria introduced newly appointed Trustee Alderman Michael Murphy. Alderman Murphy was appointed to the Board by Mayor Barrett on July 10, 2018.
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CONSENT AGENDA

3. **Regular Board Meeting Minutes June 26, 2018.**

4. **Committee Reports.**
 - a. Executive Committee Meeting June 20, 2018
 - b. Building & Development Committee Meeting July 12, 2018
5. **Administrative Reports.**
 - a. Personnel Actions
 - b. Financial Report
 - c. Library Director's Reports

President Bria asked the Board if any items should be removed from the Consent Agenda presented as attachment B, pages 6-20 of the agenda. Trustee Cook asked for comment on the year-to-date statistics included in the Director's Report, as they are lower than previous years. Director Kiely noted there has been a decrease in computer usage as personal devices are increasingly used by patrons who are connecting to the library wireless network. The statistics for wireless network usage are being collected and will be reported to the Board starting in 2019. Data on patron use of desktop and laptop computers will inform future technology purchases. Additionally, the modified service model at Mill Road Library has had an impact on usage. Trustee Smith inquired about the significant increase in Database Hits, which includes LibraryNOW hits. Director Kiely will review the data for accuracy. President Bria entertained a motion to approve. Trustee Cook moved and Trustee Kovac seconded a motion to approve the Consent Agenda. Motion passed.

OLD BUSINESS

6. **MPL Board Committees.** President Bria presented the new Committee appointments. The list of appointments is attached at the end of these minutes. Informational item.

REPORTS

7. **Finance & Personnel Committee.** Trustee Layden reported on the July 24, 2018 meeting. The portfolio continues to be in range of expectations. On behalf of the committee Trustee Layden made a motion to award a two-year contract for Student Data and Research Analyst to IMPACT Planning and Evaluation for \$57,000. Trustee Smith seconded the motion. Motion passed.
8. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Nik Kovac, Resource Library Representative, reported on the July 16, 2018 MCFLS Board meeting. Following extensive discussion, the MCFLS Board drafted a letter to the Public Library System Redesign Committee requesting any changes to library systems be postponed until at least the end of 2018. Informational item.

STRATEGIC DISCUSSION

8. **Public Library System Redesign Project (PLSR).** Director Kiely shared a presentation about the PLSR origins, development, and current status. Director Kiely answered questions about the role of resource libraries and explained how redesigning the systems could result in changes to various contracts currently awarded to MPL. Discussion ensued about the proposed models and recommended course of action. Several Trustees stated their preference to postpone any changes until after the November 2018 elections. Director Kiely will share information from this meeting with the Assistant Superintendent of the Department of Public Instruction and seek additional clarification of the timeline and goal. Dr. Bria thanked Director Kiely for the presentation and her leadership and work on the PLSR Project. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of July 24, 2018 was adjourned at 6:07 p.m.



MILWAUKEE
PUBLIC LIBRARY

BOARD OF TRUSTEES COMMITTEES 2018-2020

LIBRARY BUILDING & DEVELOPMENT COMMITTEE

Mark Sain, Chairperson
Nik Kovac, Vice-Chair
Sharon Cook
Joan Prince
Jim Marten

EXECUTIVE COMMITTEE

President Michele Bria, Chairperson
Vice-President Joan Prince
Financial Secretary Chris Layden

FINANCE & PERSONNEL COMMITTEE

Chris Layden, Chairperson
Milele Coggs, Vice-Chair
Mark Sain
Jennifer Smith
Michael Murphy

INNOVATION & STRATEGY COMMITTEE

Joan Prince, Chairperson
Nik Kovac, Vice-Chair
Sharon Cook
Jim Marten

LIBRARY SERVICES & PROGRAMS COMMITTEE

Milele Coggs, Chairperson
Jennifer Smith, Vice-Chair
Marcelia Nicholson
Michael Murphy

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

**Tuesday July 24, 2018
Central Library Meeting Room 1
814 W. Wisconsin Avenue**

PRESENT: Chris Layden, Joan Prince

EXCUSED: Ald. Milele Coggs, Ald. Nik Kovac

OTHERS

PRESENT: MPL: Paula Kiely, Joan Johnson, Jennifer Meyer-Stearns,
Sarah Leszczynski, Rebecca Schweisberger
US Bank: Wayne Sattler, Richard Romero
Budget and Policy Division: Mason Lavey

Vice-Chair Layden called the meeting of the Board of Trustees Finance & Personnel Committee to order at 4:17 p.m. on Tuesday July 24, 2018 with a quorum present.* Trustee Prince participated by conference phone.

1. **Quarterly Review of Fund Investments.** The Board received the U.S. Bank Institutional Trust and Custody quarterly report for MPL dated July 24, 2018 prior to the committee meeting. U.S. Bank Senior Portfolio Manager Wayne Sattler provided a market overview. The investment performance of the trust fund for the period ending June 30, 2018 was reviewed. The portfolio overview was summarized. No changes to the current allocations were recommended. The committee accepted the report. Informational item.

2. **Quarterly Report of the Internal Control of the MPL Trust and Gift Funds.** Assistant Library Director Jennifer Meyer-Stearns distributed a memo regarding Internal Controls – Second Period 2018, attached at the end of these minutes. She reported to the committee that all internal control processes were followed and there were no accounting issues. The memo is attached at the end of these minutes. Informational item.

3. **Contract Award – Student Data Research Analyst.** Deputy Director Joan Johnson referred to the memo regarding a recommendation to award a contract for a Student Data Research Analyst, attachment A, page 7 of the agenda. MPL issued a public Request for Proposal (RFP) to analyze data from Milwaukee Public Schools (MPS) and MPL. The data is associated with student-level outcomes to determine the impact of the LibraryNOW program. Two proposals were received and reviewed. Library administration recommends approval to award the contract to IMPACT Planning and Evaluation for \$57,000.00. Vice-Chair Layden inquired about the large differential between the total cost estimates of both proposals and whether that indicated a difference in deliverables. Deputy Johnson reviewed the metrics and scoring process used by the panel. In the RFP scoring metrics, IMPACT Planning and Evaluation scored nearly twice as high as Ubuntu Research and Evaluation on experience and ability. Trustee Prince moved and Trustee Layden seconded a motion to award the contract to IMPACT Planning and Evaluation. Motion passed. The committee’s recommendation will be brought to the full Board for approval at its regular meeting on July 24, 2018.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 4:34 p.m. on Tuesday July 24, 2018.

*A judgement was made that a quorum was achieved with two members present as membership is currently four. Any vote will be ratified by the full Board. Director Kiely will consult with the City Attorney's office regarding this matter.

MILWAUKEE PUBLIC LIBRARY SYSTEM

PERSONNEL ACTIONS

COVERING PERIOD: JULY 15, 2018 THROUGH SEPTEMBER 8, 2018

The Secretary reports the following personnel actions:

REGULAR APPOINTMENT

Kathryn Wodtke - Program Assistant II (1/2) - EOS / CLCR	08/06/18
Kimani Hendrix - Library Circulation Aide - Circulation	08/27/18
Layla Johnson - Library Circulation Aide - Circulation	08/27/18
Nataya Luangphaxayachack - Library Circulation Aide - Circulation	08/28/18
Trinity Seiber - Library Circulation Aide - Circulation	08/28/18

EXEMPT APPOINTMENT

Katharine Loughmiller - Arts Project Coordinator - Administration	07/16/18
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REINSTATEMENT

Shaniya Horton - Library Circulation Assistant I (LPT) - Martin Luther King	07/16/18
Kaila Rucker-Wilson - Library Circulation Assistant I - Circulation	08/13/18

REHIRE / REGULAR APPOINTMENT

Aariyon Truss - Library Circulation Assistant I - Circulation	07/16/18
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TEMPORARY APPOINTMENT

Shaira Hanif - Office Assistant II - Human Resources	08/15/18
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TEMPORARY APPOINTMENT - CURRENT EMPLOYEE

Kevin Cingatura - Network Analyst Sr. - Technical Services / Library IT To: Network Manager- Technical Services / Library IT	07/29/18
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TRANSFER FROM ANOTHER CITY DEPARTMENT / TITLE CHANGE

Victoria Robertson - Human Resources Compliance Officer - DER To: Human Resources Officer - Human Resources	07/29/18
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PROMOTION / TRANSFER

Promise Milton - Library Circulation Assistant I - Circulation To: Custodial Worker II - CL - Facilities & Fleet	08/12/18
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Ryan Blalock - Library Circulation Aide - Circulation To: Library Circulation Assistant I (LPT) - Villard Square	08/26/18
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Hannah Purdy - Library Circulation Aide - Circulation To: Library Circulation Assistant I (LPT) - Center Street	08/26/18
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Gabrielle Santiago - Library Circulation Aide - Zablocki To: Library Circulation Assistant I (LPT) - Mitchell Street	08/26/18
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Alandra Stubblefield - Library Circulation Aide - Circulation 08/26/18
To: Library Circulation Assistant I (LPT) - Atkinson

POSITION CHANGE / TITLE CHANGE / TRANSFER

Zarina Mohd Shah - Library Branch Manager - Atkinson 08/12/18
To: Management Librarian - WTBBL

CHANGE IN STATUS / TRANSFER

Keyonte Thompson - Library Circulation Assistant I (LPT) - Center Street 07/29/18
To: Library Circulation Assistant I - Villard Square

Inga Zile - Library Circulation Assistant I (LPT) - Mitchell Street 08/26/18
To: Library Circulation Assistant I - East

LEAVE OF ABSENCE 24.0 OR MORE HOURS

Shondell Zanders - Custodial Worker II - CL - Villard Square - 36.2 hours 07/09/18
Alexis Humphries - Library Circulation Assistant I - Martin Luther King - 80.0 hours 07/16/18
Shondell Zanders - Custodial Worker II - CL - Villard Square - 75.1 hours 07/16/18
Inga Zile - Library Circulation Assistant I (LPT) - Mitchell Street - 21 days 07/18/18
Mary Sherwood - Librarian III - Martin Luther King - 37.0 hours 07/20/18
Doyle Sprewer - Library Circulation Assistant I - Villard Square - 3 months 07/23/18
Alexis Humphries - Library Circulation Assistant I - Martin Luther King - 80.0 hours 07/30/18
Mary Sherwood - Librarian III - Martin Luther King - 78.0 hours 07/30/18
Mary Sherwood - Librarian III - Martin Luther King - 30.0 hours 08/13/18
Aniyah Stubblefield - Library Circulation Assistant I (LPT) - Washington Park - 16 days 08/27/18
Ashley Emmons - Audio Machine Technician - WTBBL - 24.4 hours 09/03/18

RETURN FROM LEAVE OF ABSENCE

Inga Zile - Library Circulation Assistant I (LPT) - Mitchell Street 08/08/18

SUSPENSION

James Harts - Custodial Worker II - CL - Facilities & Fleet - 3 work days 07/30/18
James Harts - Custodial Worker II - CL - Facilities & Fleet - 10 work days 08/18/18

RETURN FROM SUSPENSION

James Harts - Custodial Worker II - CL - Facilities & Fleet 08/02/18
James Harts - Custodial Worker II - CL - Facilities & Fleet 09/03/18

EXPIRATION OF TEMPORARY APPOINTMENT

Miranda Grant - Library Circulation Assistant I - Circulation 08/18/18

TERMINATION DURING PROBATION

Mark Ciccone - Library Circulation Assistant I (LPT) - Tippecanoe 09/07/18

RESIGNATION

Benjamin Wilkey - Library Technology Specialist - Tech Services / Library IT assigned to Villard Square	07/28/18
Lindsey Hagen - Custodial Worker II - CL - Capitol	08/11/18
Jeffrey Szymanski - Library Circulation Assistant I - East	08/12/18
Desire Sconiers - Library Circulation Aide - Circulation	08/14/18
Adrianna Blevins - Library Circulation Aide - Circulation	08/26/18

RETIREMENT

Leslie Fitzwater - Library Circulation Assistant I (1/2) - Circulation MPL Service Credit: 10 years 6 months 7 days	08/01/18
Christine Kleppe - Library Circulation Assistant I (1/2) - Mill Road MPL Service Credit: 14 years 3 months 20 days	09/01/18

**Milwaukee Public Library
Financial Report
July 31, 2018**

2018

2017

City Revenues

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 22,254,263	\$ 13,335,317	59.9%
<i>Fines</i>	\$ 225,000	\$ 113,219	50.3%
<i>Lost Materials, etc.</i>	\$ 101,800	\$ 43,916	43.1%
<i>MCFLS Contracts</i>	\$ 744,000	\$ 195,846	26.3%
Total City Appropriation	\$ 23,325,063	\$ 13,688,298	58.7%

	Budget	Received to date	% Received
	\$ 22,803,431	\$ 13,211,073	57.9%
	\$ 245,000	\$ 119,869	48.9%
	\$ 117,600	\$ 42,569	36.2%
	\$ 725,000	\$ 195,148	26.9%
Total	\$ 23,891,031	\$ 13,568,659	56.8%

City Expenses

Salaries & Benefits

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 12,640,806	\$ 7,443,966	58.9%
<i>Fringe Benefits</i>	\$ 5,676,770	\$ 3,275,286	57.7%
Total	\$ 18,317,576	\$ 10,719,252	58.5%

	Budget	Spent to date	% Spent
	\$ 13,001,816	\$ 7,167,275	55.1%
	\$ 5,729,318	\$ 3,255,160	56.8%
Total	\$ 18,731,134	\$ 10,422,435	55.6%

Operating Expenses

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 130,000	\$ 42,835	33.0%
<i>Tools & Machinery Parts</i>	\$ 30,800	\$ 18,135	58.9%
<i>Construction Supplies</i>	\$ 38,000	\$ 17,083	45.0%
<i>Energy</i>	\$ 664,179	\$ 384,003	57.8%
<i>Other Operating Supplies</i>	\$ 178,027	\$ 110,755	62.2%
<i>Vehicle Rental</i>	\$ 7,000	\$ 3,255	46.5%
<i>Non-Vehicle Equipment Rental</i>	\$ 30,000	\$ 19,394	64.6%
<i>Professional Services</i>	\$ 182,500	\$ 139,610	76.5%
<i>Information Technology Services</i>	\$ 406,579	\$ 378,964	93.2%
<i>Property Services</i>	\$ 957,189	\$ 601,391	62.8%
<i>Infrastructure Services</i>	\$ 28,000	\$ 17,890	63.9%
<i>Vehicle Repair Services</i>	\$ 500	\$ 6,825	1365.0%
<i>Other Operating Services</i>	\$ 221,700	\$ 76,151	34.3%
<i>Reimburse Other Departments</i>	\$ 68,000	\$ 19,330	28.4%
Total	\$ 2,942,474	\$ 1,835,621	62.4%

	Budget	Spent to date	% Spent
	\$ 158,158	\$ 49,527	31.3%
	\$ 31,000	\$ 13,036	42.1%
	\$ 38,000	\$ 18,784	49.4%
	\$ 809,700	\$ 392,937	48.5%
	\$ 199,615	\$ 105,430	52.8%
	\$ 8,300	\$ 3,516	42.4%
	\$ 32,700	\$ 18,923	57.9%
	\$ 75,000	\$ 77,586	103.4%
	\$ 357,198	\$ 353,226	98.9%
	\$ 994,069	\$ 656,706	66.1%
	\$ 28,000	\$ 13,253	47.3%
	\$ 1,500	\$ -	0.0%
	\$ 137,100	\$ 100,298	73.2%
	\$ 79,900	\$ 11,475	14.4%
Total	\$ 2,950,240	\$ 1,814,698	61.5%

Equipment

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,751,774	\$ 1,031,331	58.9%
<i>Computers, etc.</i>	\$ 251,839	\$ 88,945	35.3%
<i>Other</i>	\$ 61,400	\$ 13,149	21.4%
Total	\$ 2,065,013	\$ 1,133,425	54.9%

	Budget	Spent to date	% Spent
	\$ 1,751,774	\$ 1,049,346	59.9%
	\$ 371,883	\$ 224,090	60.3%
	\$ 86,000	\$ 58,089	67.5%
Total	\$ 2,209,657	\$ 1,331,526	60.3%

Total City Expenses	\$ 23,325,063	\$ 13,688,298	58.7%
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Total	\$ 23,891,031	\$ 13,568,659	56.8%
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**Milwaukee Public Library
Financial Report
July 31, 2018**

2018

2017

Additional Funding Sources

Other Departmental Appropriation

	Budget	Spent to date	% Spent
<i>Villard Square Lease</i>	\$ 13,182	\$ 13,182	100.0%
<i>Mitchell Street Lease</i>	\$ 40,500	\$ 27,000	66.7%
Total	\$ 53,682	\$ 40,182	74.9%

	Budget	Spent to date	% Spent
	\$ 13,182	\$ 13,182	100.0%
	\$ 36,000	\$ -	0.0%
	\$ 49,182	\$ 13,182	26.8%

Contract Grants

	Budget	Spent to date	% Spent
<i>Teacher in the Library</i>	\$ -	\$ -	0.0%
<i>WTBBL</i>	\$ 989,520	\$ 108,222	10.9%
<i>ILS</i>	\$ 96,900	\$ 5,477	5.7%
Total	\$ 1,086,420	\$ 113,700	10.5%

	Budget	Spent to date	% Spent
	\$ 100,000	\$ 58,062	58.1%
	\$ 968,700	\$ 97,957	10.1%
	\$ 96,297	\$ 7,020	7.3%
	\$ 1,164,997	\$ 163,040	14.0%

Trust Funds

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 64,000	\$ 26,297	41.1%
<i>Programming</i>	\$ 33,750	\$ 16,230	48.1%
<i>Training</i>	\$ 11,000	\$ 6,029	54.8%
<i>Marketing</i>	\$ 23,000	\$ 14,980	65.1%
<i>Contingency</i>	\$ 2,988	\$ 2,058	68.9%
<i>Board Development</i>	\$ 5,000	\$ 14,923	298.5%
<i>Headline</i>	\$ 5,000	\$ -	0.0%
<i>Strehlow 50+</i>	\$ 44,417	\$ 1,079	2.4%
Total	\$ 189,155	\$ 81,596	43.1%

	Budget	Spent to date	% Spent
	\$ 65,100	\$ 53,181	81.7%
	\$ 32,000	\$ 12,838	40.1%
	\$ 10,000	\$ 2,942	29.4%
	\$ 22,000	\$ 300	1.4%
	\$ 2,022	\$ 534	26.4%
	\$ -	\$ -	0.0%
	\$ -	\$ -	0.0%
	\$ 46,278	\$ 595	0.0%
	\$ 177,400	\$ 70,390	39.7%

Foundation Funds

	Budget*	Spent to date	% Spent
<i>Materials</i>	\$ 615,637	\$ 120,994	19.7%
<i>Programming</i>	\$ 2,053,047	\$ 442,524	21.6%
Total	\$ 2,668,684	\$ 563,518	21.1%

	Budget*	Spent to date	% Spent
	\$ 595,779	\$ 148,367	24.9%
	\$ 1,574,831	\$ 310,637	19.7%
	\$ 2,170,610	\$ 459,004	21.1%

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

Investments

No funds were invested this period.

**Milwaukee Public Library
Financial Report
August 31, 2018**

2018

2017

City Revenues

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 22,254,263	\$ 14,636,594	65.8%
<i>Fines</i>	\$ 225,000	\$ 137,083	60.9%
<i>Lost Materials, etc.</i>	\$ 101,800	\$ 52,618	51.7%
<i>MCFLS Contracts</i>	\$ 744,000	\$ 380,784	51.2%
Total City Appropriation	\$ 23,325,063	\$ 15,207,079	65.2%

	Budget	Received to date	% Received
	\$ 22,803,431	\$ 14,775,600	64.8%
	\$ 245,000	\$ 144,113	58.8%
	\$ 117,600	\$ 50,763	43.2%
	\$ 725,000	\$ 376,565	51.9%
Total	\$ 23,891,031	\$ 15,347,040	64.2%

City Expenses

Salaries & Benefits

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 12,640,806	\$ 8,455,167	66.9%
<i>Fringe Benefits</i>	\$ 5,676,770	\$ 3,506,410	61.8%
Total	\$ 18,317,576	\$ 11,961,577	65.3%

	Budget	Spent to date	% Spent
	\$ 13,001,816	\$ 8,177,549	62.9%
	\$ 5,729,318	\$ 3,689,596	64.4%
Total	\$ 18,731,134	\$ 11,867,145	63.4%

Operating Expenses

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 130,000	\$ 46,272	35.6%
<i>Tools & Machinery Parts</i>	\$ 30,800	\$ 20,181	65.5%
<i>Construction Supplies</i>	\$ 38,000	\$ 17,902	47.1%
<i>Energy</i>	\$ 664,179	\$ 444,019	66.9%
<i>Other Operating Supplies</i>	\$ 178,027	\$ 113,732	63.9%
<i>Vehicle Rental</i>	\$ 7,000	\$ 4,406	62.9%
<i>Non-Vehicle Equipment Rental</i>	\$ 30,000	\$ 19,484	64.9%
<i>Professional Services</i>	\$ 182,500	\$ 140,205	76.8%
<i>Information Technology Services</i>	\$ 406,579	\$ 389,391	95.8%
<i>Property Services</i>	\$ 957,189	\$ 671,991	70.2%
<i>Infrastructure Services</i>	\$ 28,000	\$ 23,411	83.6%
<i>Vehicle Repair Services</i>	\$ 500	\$ 6,825	1365.0%
<i>Other Operating Services</i>	\$ 221,700	\$ 82,353	37.1%
<i>Reimburse Other Departments</i>	\$ 68,000	\$ 19,111	28.1%
Total	\$ 2,942,474	\$ 1,999,285	67.9%

	Budget	Spent to date	% Spent
	\$ 158,158	\$ 66,270	41.9%
	\$ 31,000	\$ 13,183	42.5%
	\$ 38,000	\$ 19,366	51.0%
	\$ 809,700	\$ 457,936	56.6%
	\$ 199,615	\$ 150,042	75.2%
	\$ 8,300	\$ 3,834	46.2%
	\$ 32,700	\$ 19,276	58.9%
	\$ 75,000	\$ 79,199	105.6%
	\$ 357,198	\$ 363,437	101.7%
	\$ 994,069	\$ 740,383	74.5%
	\$ 28,000	\$ 13,253	47.3%
	\$ 1,500	\$ -	0.0%
	\$ 137,100	\$ 111,259	81.2%
	\$ 79,900	\$ 37,943	47.5%
Total	\$ 2,950,240	\$ 2,075,380	70.3%

Equipment

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,751,774	\$ 1,137,732	64.9%
<i>Computers, etc.</i>	\$ 251,839	\$ 95,335	37.9%
<i>Other</i>	\$ 61,400	\$ 13,149	21.4%
Total	\$ 2,065,013	\$ 1,246,217	60.3%

	Budget	Spent to date	% Spent
	\$ 1,751,774	\$ 1,112,461	63.5%
	\$ 371,883	\$ 227,657	61.2%
	\$ 86,000	\$ 64,397	74.9%
Total	\$ 2,209,657	\$ 1,404,515	63.6%

Total City Expenses	\$ 23,325,063	\$ 15,207,079	65.2%
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Total	\$ 23,891,031	\$ 15,347,040	64.2%
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**Milwaukee Public Library
Financial Report
August 31, 2018**

2018

2017

Additional Funding Sources

Other Departmental Appropriation

	Budget	Spent to date	% Spent
<i>Villard Square Lease</i>	\$ 13,182	\$ 13,182	100.0%
<i>Mitchell Street Lease</i>	\$ 40,500	\$ 27,000	66.7%
Total	\$ 53,682	\$ 40,182	74.9%

	Budget	Spent to date	% Spent
	\$ 13,182	\$ 13,182	100.0%
	\$ 36,000	\$ -	0.0%
	\$ 49,182	\$ 13,182	26.8%

Contract Grants

	Budget	Spent to date	% Spent
<i>Teacher in the Library</i>	\$ -	\$ -	0.0%
<i>WTBBL</i>	\$ 989,520	\$ 176,554	17.8%
<i>ILS</i>	\$ 96,900	\$ 12,691	13.1%
Total	\$ 1,086,420	\$ 189,245	17.4%

	Budget	Spent to date	% Spent
	\$ 100,000	\$ 58,062	58.1%
	\$ 968,700	\$ 164,682	17.0%
	\$ 96,297	\$ 13,983	14.5%
	\$ 1,164,997	\$ 236,728	20.3%

Trust Funds

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 64,000	\$ 52,513	82.1%
<i>Programming</i>	\$ 33,750	\$ 17,528	51.9%
<i>Training</i>	\$ 11,000	\$ 6,684	60.8%
<i>Marketing</i>	\$ 23,000	\$ 14,992	65.2%
<i>Contingency</i>	\$ 2,988	\$ 2,058	68.9%
<i>Board Development</i>	\$ 5,000	\$ 14,923	298.5%
<i>Headline</i>	\$ 5,000	\$ -	0.0%
<i>Strehlow 50+</i>	\$ 44,417	\$ 1,492	3.4%
Total	\$ 189,155	\$ 110,191	58.3%

	Budget	Spent to date	% Spent
	\$ 65,100	\$ 53,249	81.8%
	\$ 32,000	\$ 15,915	49.7%
	\$ 10,000	\$ 4,080	40.8%
	\$ 22,000	\$ 432	2.0%
	\$ 2,022	\$ 534	26.4%
	\$ -	\$ -	0.0%
	\$ -	\$ -	0.0%
	\$ 46,278	\$ 820	0.0%
	\$ 177,400	\$ 75,029	42.3%

Foundation Funds

	Budget*	Spent to date	% Spent
<i>Materials</i>	\$ 615,637	\$ 133,195	21.6%
<i>Programming</i>	\$ 2,053,047	\$ 519,708	25.3%
Total	\$ 2,668,684	\$ 652,903	24.5%

	Budget*	Spent to date	% Spent
	\$ 595,779	\$ 153,041	25.7%
	\$ 1,574,831	\$ 371,916	23.6%
	\$ 2,170,610	\$ 524,957	24.2%

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

Investments

No funds were invested this period.

Director's Report July/August/September 2018

The August recess is an opportune time for the library team to rest and relax. Many were able to schedule vacations, while projects proceeded without pause. Summer Reading continued throughout August and while enrollment slows in the waning days of summer, our youth services team continue to stress to parents and their children, they have time to read another book or two for fun and to warm up their reading skills for the start of another school year.

Construction on the Good Hope library project moved into full swing with site demolition, concrete footings, and elevator and stairwell shafts being completed. Exterior walls are under construction, which was a great backdrop for the September 18th ceremonial groundbreaking. Mayor Barrett and Alderwoman Lewis were in attendance. Thank you to Trustees Bria, Sain, Prince, and Smith for attending.

The 2019 Budget Request continued to be refined in collaboration with the City's Budget Office and the community had the opportunity to learn about the city's overall financial position at the Mayor's Public Hearing on August 15th, which I attended.

Other events and meetings I attended and/or participated in include the UWM School of Information Studies MLIS Advisory Council meeting to review reaccreditation recommendations and research regarding the master's program curriculum; the Community Journal's Awards Ceremony at which I was one of the individuals recognized for their work with children; numerous Public Library System Redesign meetings; the Milwaukee Public Library Friends Board meeting; and the Milwaukee Public Library Foundation Finance Committee meeting.

Two programs provided me professional development. The 2019 Urban Libraries Council Annual Forum, which focused on leadership and strengthening our influential voice, and the UWM Women's Leadership Breakfast, which consisted of a panel of leaders sharing their experiences and advice.

Working with partners, I interviewed candidates for the Office of Early Childhood Initiatives Director position; attended meetings with the new president of the Library Foundation; joined trustees and MPLF directors at a reception for Benjamin Franklin Honorees Jay and Madonna Williams; and sadly, attended the funeral visitation for Anita Zeidler on behalf of the Library Board and Staff. Anita was the daughter of former Mayor Frank Zeidler, a great friend to the library, and an important partner to the Library in managing her father's manuscripts.

MPL HELPS PEOPLE READ

Skyline Summer Music Series at Kadish Park. **East branch**, in cooperation with **Education Outreach Services (EOS)**, provided outreach including library card and Summer Reading Program sign up for children and families on the evening of July 10. An additional staffer was on hand to read to children on a blanket under a starry sky! Attendance 55.

Book Club. On August 27, **Center Street branch** hosted a discussion of *Things That Make White People Uncomfortable* by Michael Bennett and Dave Zirin. Attendance: 14

Book by Book Adult Summer Reading. Milwaukee Public Library's adult summer reading program received a revamp with the debut of Book by Book. The program encourages positive reading habits for adults aged eighteen and older. Between May 14 and August 25 participants read or listened to any five books of their choosing for a chance to win dual memberships to Milwaukee Film, a gift card from

Outpost, and Milwaukee Public Library t-shirt and mug. Participation in the program was more than double over 2017. Total participants: 320.

Eastcastle Place and St John's on the Lake book club. In August, an **East** librarian facilitated book clubs at senior residences in our service area. Eastcastle Place uses MPL's Adult Book Club Kits for their bi-monthly selections and they are offered Bring Your Own Device (BYOD) instructions for accessing e-books through Overdrive. Attendance 23.

Super Reader Squad and Teen Summer Challenge. The Super Reader and Teen Summer Challenge continue to support MPL's organizational value of creating a city of readers and lifelong learners. Through a variety of summer learning opportunities, youth are encouraged to read for fun, discover what they love to read, and pursue their interests by participating in either Super Reader Squad or Teen Summer Challenge. While program participation has remained at close to 25,000 for several years, program engagement increased by 9% in 2018 with more children and teens reaching the completion level. The Super Reader Squad outreach brought the program to 2,685 children at 53 child care sites and 8,993 children at 115 school age sites including community learning centers and Boys & Girls Clubs. Updates to the program this year included a new look for the Super Reader Squad program and improvements to the online tracking experience. Participation: 24,940.

MPL HELPS PEOPLE LEARN

Money Smart for Small Business Series. The **Central Library Business, Technology, and Periodicals Team** planned a new business program to benefit patrons in their entrepreneurial endeavors. This new business series provides a practical introduction to aspects of starting and managing a business. The workshops were developed jointly by the Federal Deposit Insurance Corporation (FDIC) and the U.S. Small Business Administration (SBA), and taught by a representative from the Superior Care Training Center. Individual workshops were hosted at the **Center Street branch** and included these topics: Is Owning a Business a Good Fit for You?, Managing Cash Flow, Organization Types, Time Management, Financial Management, Record Keeping, Banking Services Available for Small Businesses, Planning for a Healthy Business, Credit Reporting, Risk Management, Insurance, and Tax Planning and Reporting. This series will be offered again in September. Attendance: 19

Slime Science, led by **Villard Square's** librarian, was a huge success on July 17. Children created their own special slime solution by mixing ingredients, adding color and glitter to make amazing and unique slime. Library staff, community volunteers, and the adults who attended the program assisted children in this hands-on science program. Every participant left with a smile on their face and a bag full of slime! Attendance: 90+

Miss Kim's Amazing Animals brought in a crowd excited to learn at the **Villard Square branch** on July 12. Children of all ages and adults learned about a variety of animals, experienced a large tortoise roaming the room and had hands-on time with animals from hermit crabs to a snake. Children and adults cheered on their favorite hermit crab in an exciting race to the finish line. Attendance: 79

Celebrate Hmong Culture with LunaBellas. On July 14, **Central Library** hosted Sheboygan-based traveling Hmong dance team the LunaBellas for an hour long cultural presentation on the Hmong journey. The LunaBellas brought several items to highlight the cultural traditions of the of Hmong peoples. Pieces included a quilt created by a presenter's mother in a refugee camp; hand coiled silver necklaces; traditional skirts and wraps, and coins that traditionally adorn Hmong clothing. The presentation included three beautiful dances. Attendance 47.

Hunger Next Door. A Hunger Task Force exhibition is being held at **Atkinson branch** from Thursday, July 26 to Friday, August 24. The exhibit illustrates the reality of hunger in our community. Five families were given digital cameras to tell their story through photos. These families generously shared their privacy with the hope of changing how we view, understand and work to solve hunger.

The Negro Baseball League: meet Dennis Biddle. Dennis Biddle, the youngest living player of the Negro Baseball League was at **Atkinson branch** on Tuesday, July 21. Attendees learned about the history of the league, viewed memorabilia, and got autographs from Dennis Biddle. Attendance: 4.

Roll & Rock with KidsPlay On July 3 kids had a rocking good time at **Bay View branch** helping the band create new songs while waiting for their manager to call about a record deal. Attendance: 22.

Wehr Nature Center's Buzz About Bees is an interactive program where the young audience members at **Bay View branch** were each assigned a job as a worker bee for the hive. The July 10 program was a fun and educational way to learn about bees. Classes from both Downtown Montessori Academy and Riley Elementary School were in attendance. Attendance: 68.

Amani's World was held on July 17 at **Bay View branch**. During the inspiring and educational program, the kids learned about new experiences through books and songs. They learned about traveling, making friends, exercising, and eating healthy. A class from Riley Elementary School was in attendance. Attendance 55.

Bay View branch hosted the Schlitz Audubon Center's Beaks & Talons, a show-and-tell presentation on July 24. The program showcased various raptors. Classes from both Downtown Montessori Academy and Riley Elementary School attended. The youth posed many questions and were very engaged in seeing and learning about the different types of birds. This program drew a very large attendance of kids, teens, and adults. Attendance: 143.

Parlons! French Conversation Club. **East branch** hosted its first ever French club for adults this July and August with a fun 8 week session. Students of all levels enjoyed learning or refreshing French vocabulary and grammar through speaking and reading. Attendance 30.

Summer Reading Programs. In July, Deborah Stewart facilitated multiple programs at **Center Street branch** including: Promoting Literacy, STEM-Based Educational Learning, Face Painting, Reptiles, Reptiles, Reptiles, and Paws to Read. Attendance: 75

Wild Wednesdays. Things got wild at **Center Street branch** in August with fun programs including: Magician Rick Allen, Ms. Kim's Amazing Animals, Sounds Like Science, Mind, Body, & Soul Line Dancing, and a Lego program that sparked creativity. Attendance: 45

Money Smart for Smart Business. Jenny Wright assisted with the Money Smart for Small Business series, which totaled 6 classes at **Center Street branch**. Attendance: 19

Adult Tutoring. In July and August, adult tutors Susan and Kelsey held regularly attended sessions of one or two hours per week at **Center Street branch**. Attendance: 16

Beats & Rhymes Competition and Red Carpet Event. The Teen Summer Challenge is designed to support teen educational achievement by encouraging reading, creative expression, and the development of 21st century skills. This year's Beats & Rhymes Competition invited teens to submit original works of sound production that could include music, spoken word or community stories. Experts from True Skool facilitated a series of Beats & Rhymes workshops at 11 MPL branches and at 7 high school community

learning centers. Teens were provided with the necessary recording equipment, mixing technology and software to create works of sound along with near peer mentorship. Teens at the Mitchell Street Branch were inspired by DJ Bizzon Scratch Sessions and had access to equipment in the Northwestern Mutual Studio M Makerspace. Winners were determined by a panel of music professionals from a pool of close to 100 entries. Entries were celebrated and winners announced at a Red Carpet Event in Centennial Hall on August 10. Beats & Rhymes workshops attendance: 505 Scratch Sessions attendance: 135 Red Carpet Event attendance: 35.

MPL HELPS PEOPLE CONNECT

July saw the second installment in our Wonderfully Wild Wednesdays series at the **MPL Express on Silver Spring** on July 18, from 5:00-7:00 p.m. Children and adults experienced a Camp Out that included a craft activity and stories led by Jannis Mindel (Mill Road), Emily Steuven (CLCR) and Kim Boldt (Villard Square). Cindy Barnes-McCloud & Tiffany Goggins (Central Circulation) provided cards and re-registered patrons, while everyone learned to use the MPL Express automated library. Everyone loved the s'mores treat packs and reading in the tent. District 4's Safe & Sound and Silver Spring Neighborhood Center staff joined in the fun with resources, hot dogs, and games. Attendance: 55

Riverwest 24 Bonus Check Point. For the second year in a row, the **Martin Luther King Jr. branch** served as a bonus check point for the Riverwest24 bike race, held July 27-28. Participants rode to the library and were given an item or two to find. Library staff was kept on their toes for the two hours the checkpoint was open. Riders brought back the items they found in the library to Librarian/ Riverwest24 volunteers Ruth Gaba and Amelia Osterud to make sure they found the right thing, and if they found two items, to say which one they were most excited about. The other six Riverwest24 volunteers helped keep things running smoothly both in the parking lot and in the building. The event afforded many riders the opportunity to have fun learning about the library collection, services, and programs. Attendance: 230.

Bronzeville Music Festival, National Night Out, and Community Block Party. Jenny Wright (Center Street) and Tanya Dhein (Tippecanoe) provided outreach at the Bronzeville Music Festival on August 5. Jenny Wright and Dolores Brown (Center Street) joined JeTaun Colbert and Dana Christen (Washington Park) library to promote MPL's services during National Night Out in Washington Park on August 7. Jenny Wright and Dolores Brown attended Alderman Stamper's Community Block Party in Johnson Park on August 26. Attendance: 135

League of Women Voters. The League of Women Voters sent two volunteers to **Center Street branch** on August 7, 8, and 10. The volunteers assisted patrons to check their voter registration status, review candidates on their ballot, verify their polling place for voting on August 14, show them how to request an absentee ballot, find their municipal clerk, and check their voting history. For those not registered, the League of Women Voters was able to help them begin the registration process using the digital form. Volunteers said they spoke with about 10 to 25 people each day during the four hour shift and assisted with registration for at least 5 people per day. The result is 50 more people exercising their right to vote with at least 15 of them ready for registration. Attendance: 50

Smash Journaling. **Center Street branch** hosted the Smash Journaling program for young adults (YA) on July 31. Librarian Jenny Wright, Associate Intern Dolores Brown and Summer Intern Nadia were integral to the program's success. Dolores made a creative smash journal for teens to sign and contribute to future YA programs. Attendance: 6

Fondy FarmMarket. **Center Street branch** participated in outreach with staff from the **EOS** team. Nearly 100 people stopped at the table. Staff created 16 library cards and checked out 10 books to patrons at the market. Cookbooks and easy readers were well received. Jenny Wright held a story time in two locations at the market. Attendance: 100

Milwaukee Continuum of Care Point in Time. **Center Street branch** hosted the Milwaukee Continuum of Care Point in Time Homelessness Initiative in the month of July and August. The representative from Point in Time sat at the table for 2 hours on August 1 and spoke to patrons who were willing to provide some of their background information. Attendance: 10

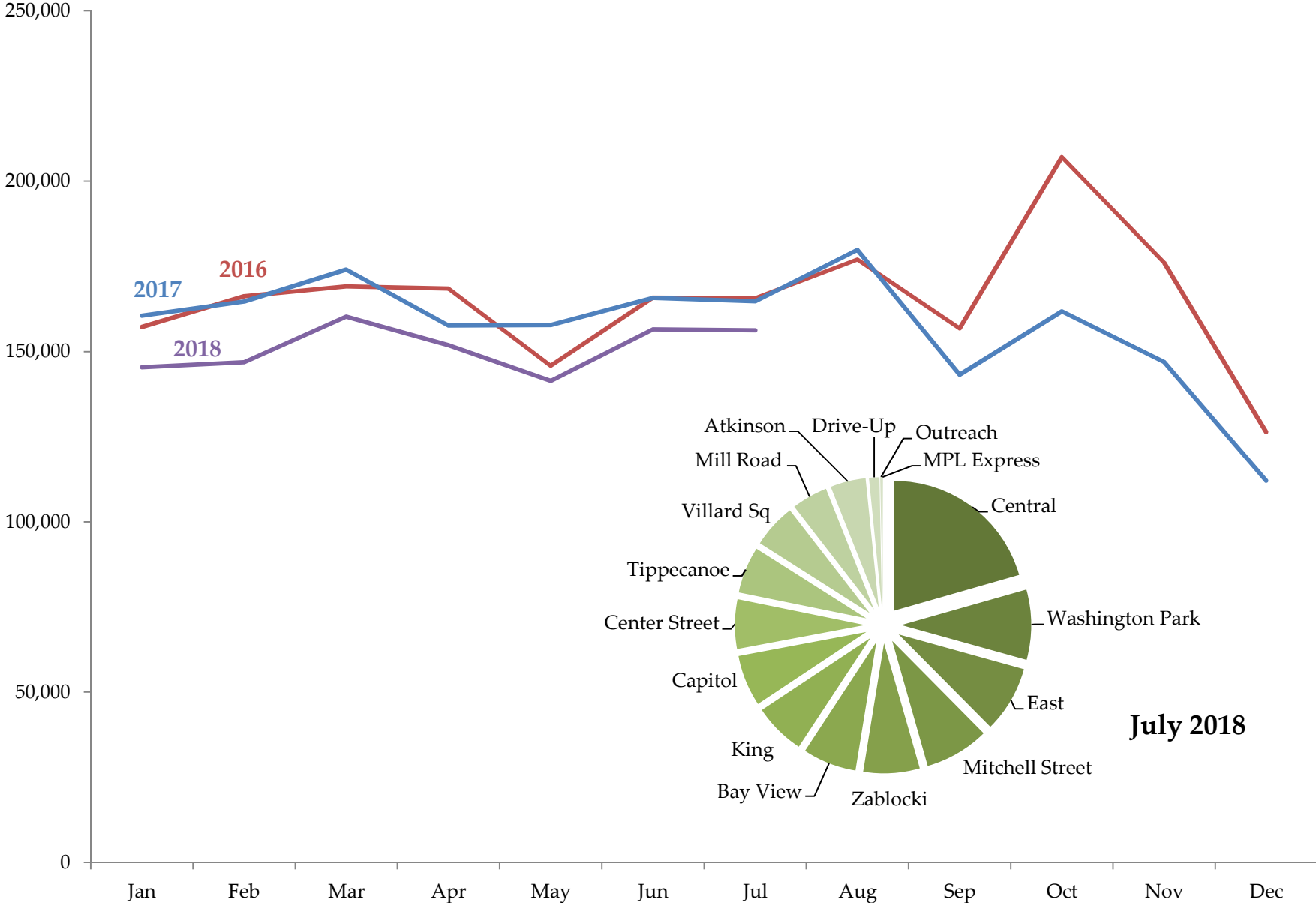
International Students. **Center Street branch** had the privilege of working with two visiting international students from National Taiwan Normal University. Becky and Jessie assisted Jennifer Wright with creating in-house flyers to advertise our upcoming Legos and Talk like a Pirate Day programs as well as observing the Urban Line Dancing program. Becky and Jessie also assisted with our Adult Summer Reading program book display. Attendance: 2

Social Security Workshop. On **August 29 Center Street branch** hosted a Social Security workshop. Representatives from the Social Security Administration explained the qualifications of receiving retirement, disability, survivors, and spouse benefits, and when to file for Medicare. Attendance: 10

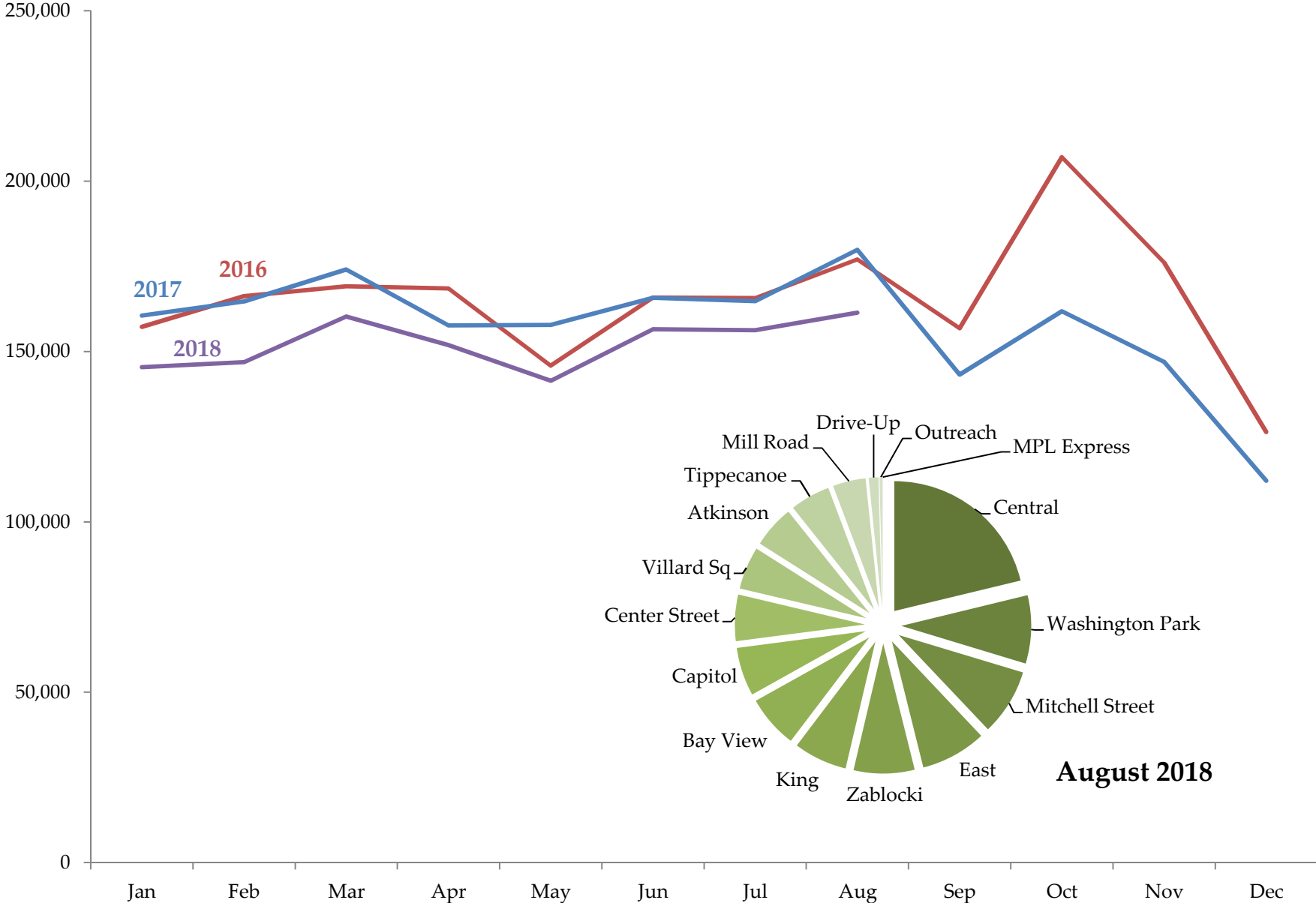
As part of Navy Week Milwaukee, **Central Library** was pleased to present a performance by the Navy Band Great Lakes Ceremonial Band on Saturday, August 11. Under the direction of Chief Musician Brandon Barbee, the 16-piece band performed a 30-minute set on the Wisconsin Avenue Patio, a first for this location. Patrons enjoyed the music and the stories Chief Musician Barbee shared with the crowd. The performance was capped off with a salute to the five branches of the United States Armed Forces and the playing of their traditional hymns. Attendance: 60

Police District 7 National Night Out. **Capitol branch** and **Education and Outreach Services** had a presence at District 7's National Night Out at Kops Park on August 2. While the children played with our bubble machine, the librarians spoke about the Super Reader program, MPL's digital resources and children and adult programs. The children's librarian conducted a firefly story time. EOS signed up several people for library cards. Many citizens spoke about how they love the library and some additional outreach events were reserved with the Capitol Library for later this year. Attendance: 180.

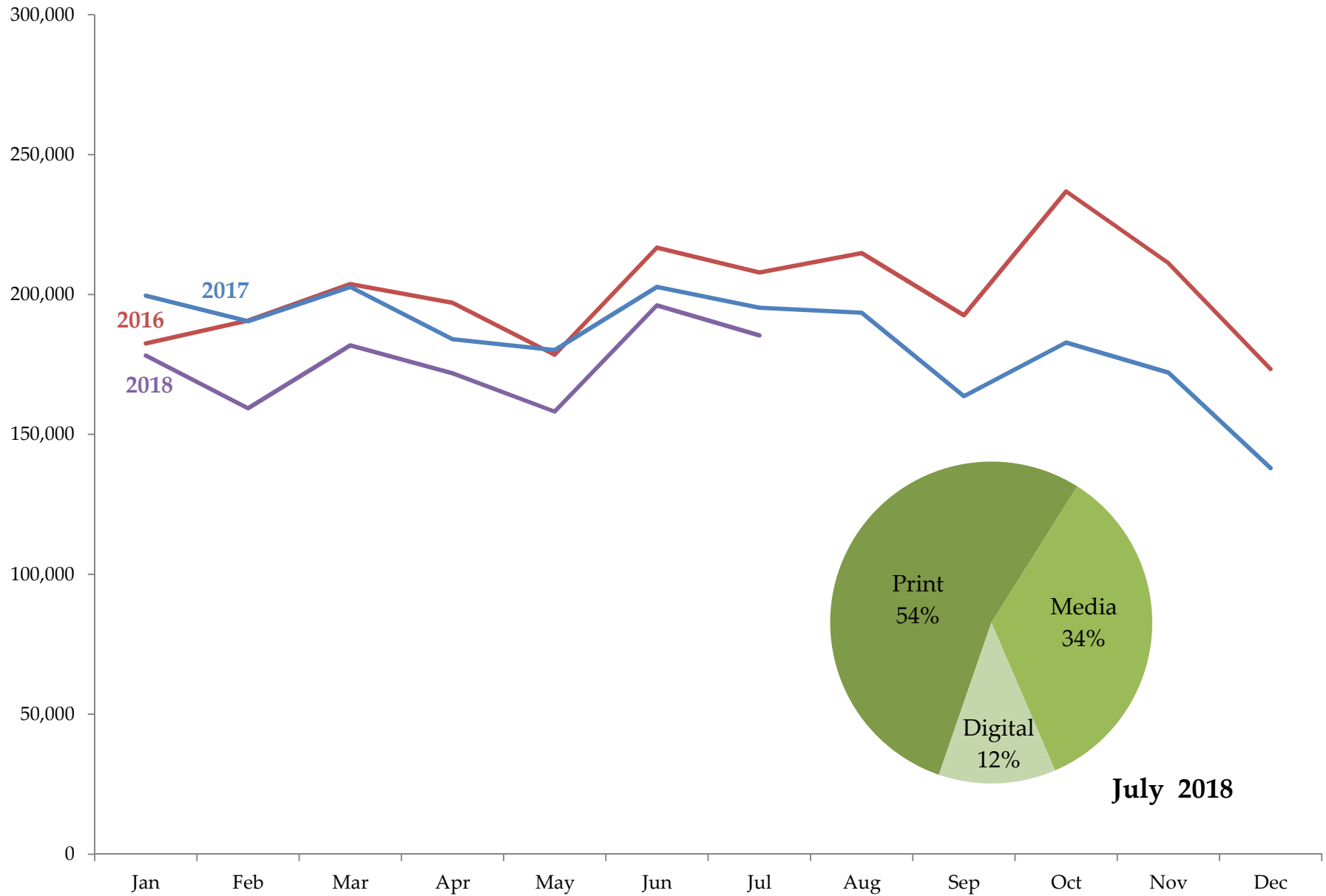
Milwaukee Public Library Visits



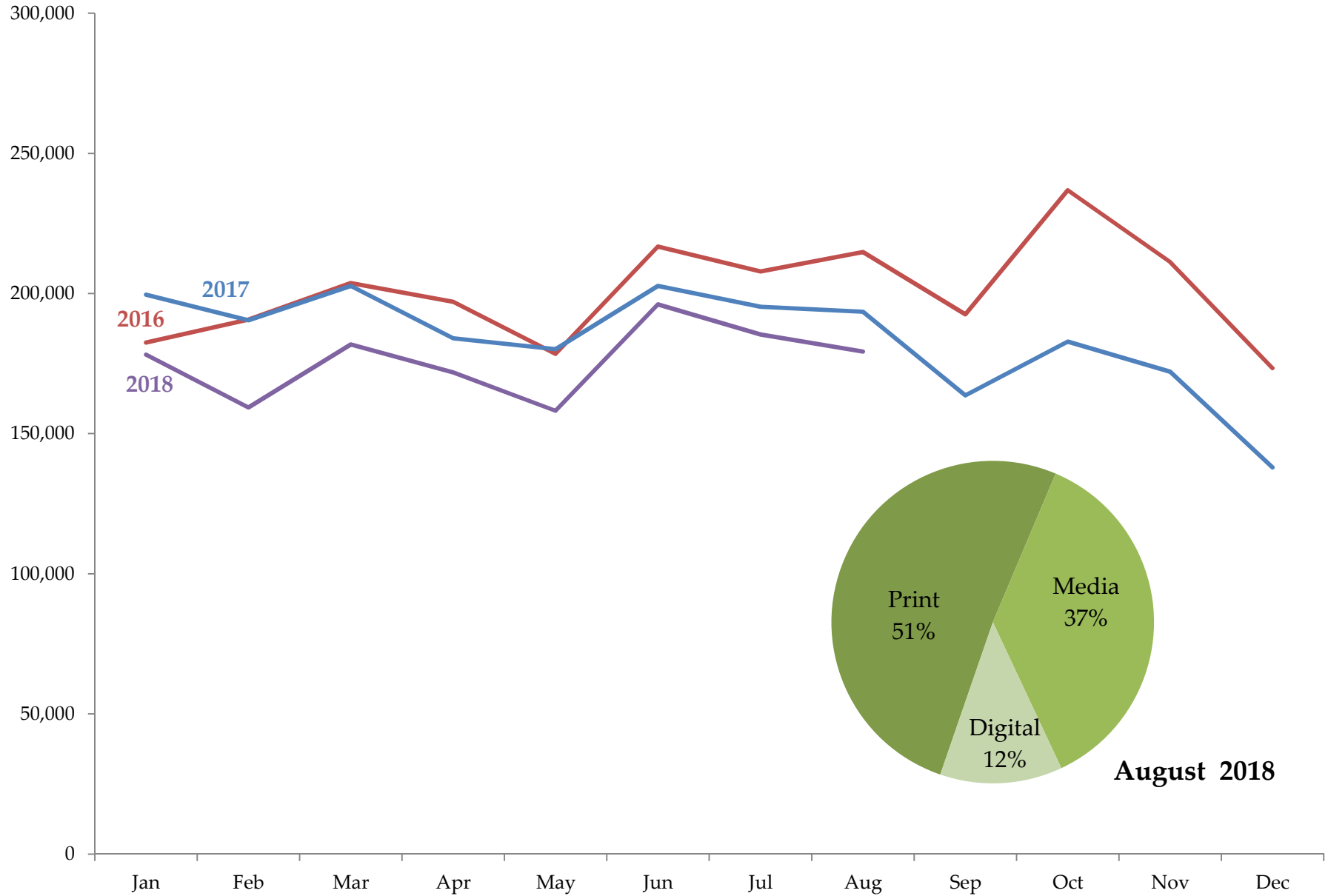
Milwaukee Public Library Visits



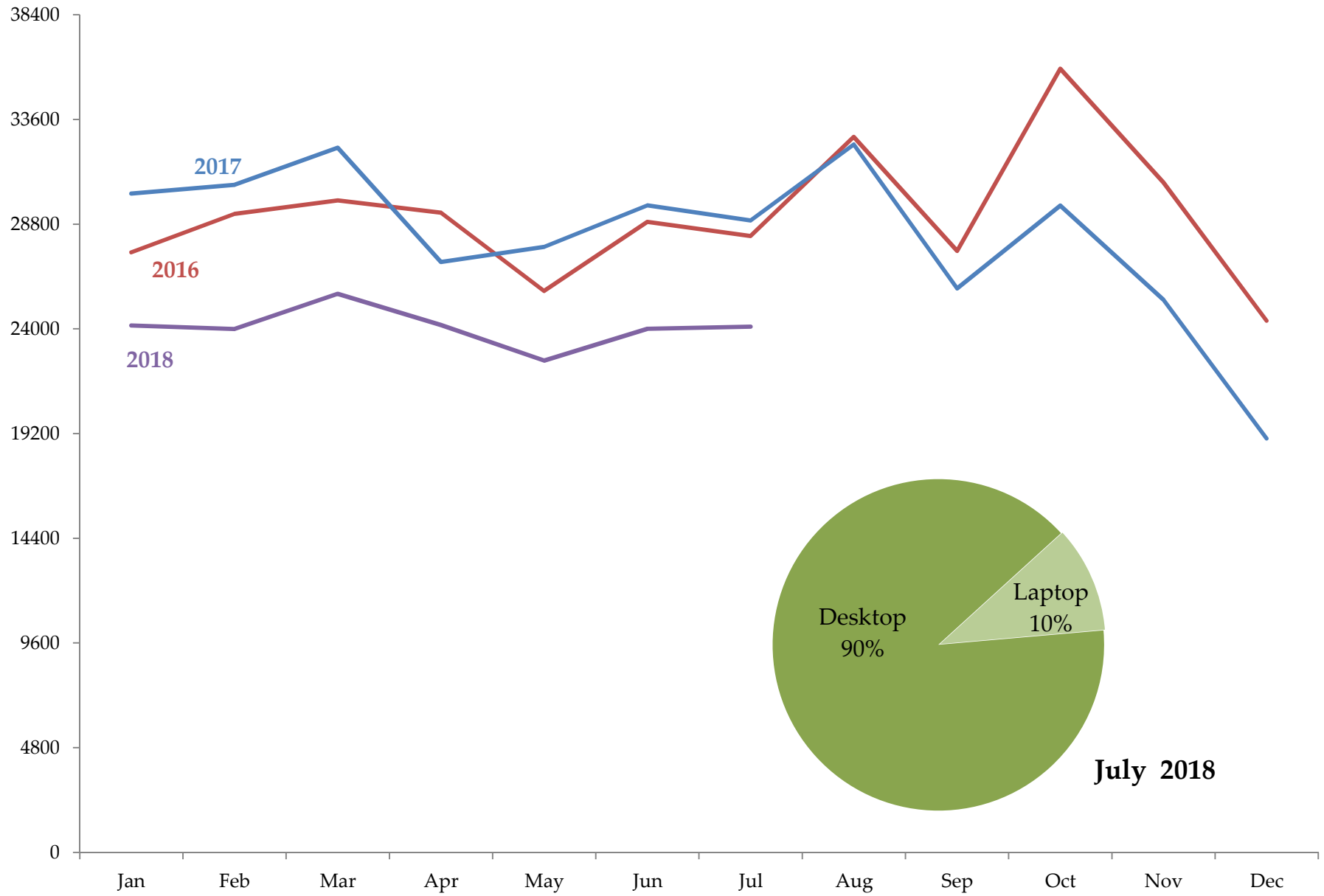
Milwaukee Public Library Circulation



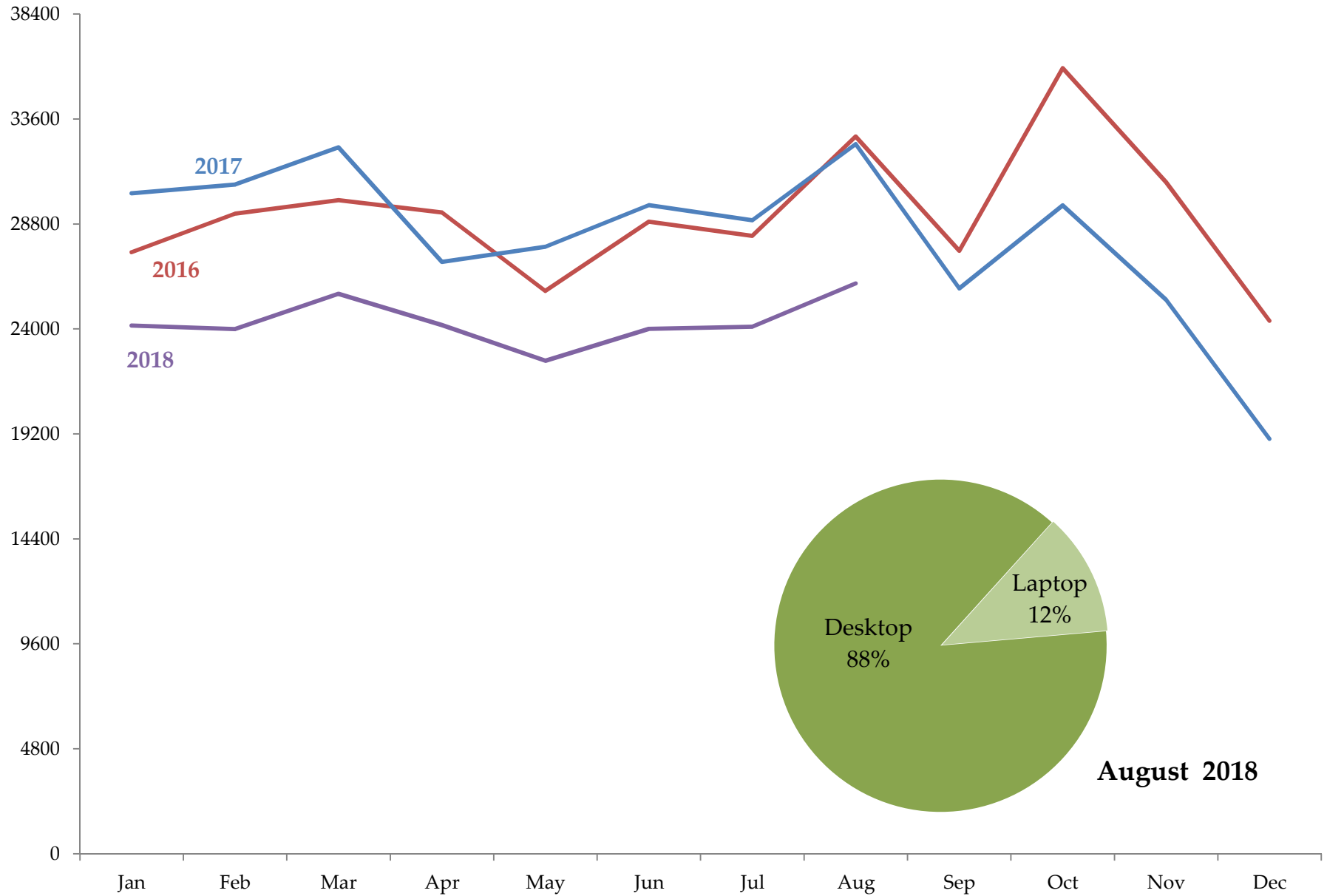
Milwaukee Public Library Circulation



Milwaukee Public Library Hours of Computer Usage



Milwaukee Public Library Hours of Computer Usage



**Milwaukee Public Library
Computer, Internet, and Electronic Statistics
July, 2018**

Unique Visitors to the MPL Website						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	73,781	187,785	-60.7%	537,785	1,722,060	-68.8%

Database Hits*						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	5,117	4,936	3.7%	57,173	34,234	67.0%

OverDrive Digital Download Circulation, by format						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
eBooks	9,768	8,157	19.7%	65,905	59,693	10.4%
Audiobooks	7,891	5,958	32.4%	49,833	40,685	22.5%

Downloads of Digital Music through Freegal						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	1,925	2,512	-23%	14,986	18,428	-19%

Milwaukee Patron Holds Placed Through CountyCat						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	40,084	38,535	4.0%	281,365	271,734	3.5%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	12,172	11,185	8.8%	86,920	83,355	4.3%
Atkinson	852	890	-4.3%	6,031	5,942	1.5%
Bay View	2,117	2,285	-7.4%	15,913	16,809	-5.3%
Capitol	2,038	1,766	15.4%	13,742	12,719	8.0%
Center Street	962	935	2.9%	7,245	6,692	8.3%
East	2,408	2,176	10.7%	16,581	15,078	10.0%
Martin Luther King	1,037	914	13.5%	7,633	6,155	24.0%
Mill Road	709	1,285	-44.8%	2,198	8,345	-73.7%
Mitchell Street	1,223	1,116	9.6%	8,617	7,255	18.8%
Tippecanoe	2,142	2,030	5.5%	15,332	12,573	21.9%
Villard Square	990	832	19.0%	7,307	5,374	36.0%
Washington Park	1,192	1,246	-4.3%	8,826	7,636	15.6%
Zablocki	2,068	2,181	-5.2%	15,705	14,804	6.1%
YCOS--Outreach	170	242	-29.8%	1,820	1,832	-0.7%
TOTAL	30,080	29,083	3.4%	213,870	204,569	4.5%

*LibraryNow hits added in 2018

**Milwaukee Public Library
Computer, Internet, and Electronic Statistics
August, 2018**

Unique Visitors to the MPL Website						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	99,693	283,020	-64.8%	637,478	2,005,080	-68.2%

Database Hits*						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	5,313	5,796	-8.3%	62,486	40,030	56.1%

OverDrive Digital Download Circulation, by format						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
eBooks	9,788	8,555	14.4%	75,693	68,248	10.9%
Audiobooks	8,093	6,105	32.6%	57,926	46,790	23.8%

Downloads of Digital Music through Freegal						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	1,897	2,252	-16%	16,883	20,680	-18%

Milwaukee Patron Holds Placed Through CountyCat						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	40,381	38,451	5.0%	321,746	310,185	3.7%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	12,610	12,340	2.2%	99,530	95,695	4.0%
Atkinson	871	944	-7.7%	6,902	6,886	0.2%
Bay View	2,110	2,322	-9.1%	18,023	19,131	-5.8%
Capitol	1,925	1,777	8.3%	15,667	14,496	8.1%
Center Street	1,060	969	9.4%	8,305	7,661	8.4%
East	2,443	2,245	8.8%	19,024	17,323	9.8%
Martin Luther King	1,070	992	7.9%	8,703	7,147	21.8%
Mill Road	654	1,235	-47.0%	2,852	9,580	-70.2%
Mitchell Street	1,151	1,102	4.4%	9,768	8,357	16.9%
Tippecanoe	2,216	1,752	26.5%	17,548	14,325	22.5%
Villard Square	1,020	940	8.5%	8,327	6,314	31.9%
Washington Park	1,308	1,333	-1.9%	10,134	8,969	13.0%
Zablocki	1,987	2,029	-2.1%	17,692	16,833	5.1%
YCOS--Outreach	246	360	-31.7%	2,066	2,192	-5.7%
TOTAL	30,671	30,340	1.1%	244,541	234,909	4.1%

*LibraryNow hits added in 2018



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

September 19, 2018

To: Finance & Personnel Committee of the
Milwaukee Public Library Board of Trustees:
Chair Chris Layden, Vice-Chair Ald. Milele Coggs, Mark Sain,
Jennifer Smith, Ald. Michael Murphy
All trustees are welcome to attend
MPL: Jennifer Meyer-Stearns, Sarah Leszczynski

Fm: Paula A. Kiely, Library Director

Re: SPECIAL MEETING of the Finance & Personnel Committee Meeting
Tuesday September 25, 2018, 4:15 p.m.-4:30 p.m.
Central Library Meeting Room 1, 814 W. Wisconsin Avenue

MEETING NOTICE AND AGENDA

1. **Career Online High School Contract.** Library Administration will request approval to contract for the purchase of this education and career program.

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.

ATTACHMENT B - P. 1 of 1
7. Finance & Personnel
Committee Meeting 09/25/18
P. 29

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES
Thursday September 6, 2018
Central Library Meeting Room 1**

PRESENT: Dir. Mark Sain, Ald. Nik Kovac, Joan Prince, Jim Marten, Joan Johnson

OTHERS MPL: Jennifer Meyer Stearns, Sam McGovern-Rowen, Judy Pinger,
PRESENT: Rebecca Schweisberger
Redevelopment Authority for the City of Milwaukee: Dave Misky
City Attorney's Office: Rachel Kennedy
Young Development Group: Lavelle Young
Haywood Group: Kalan Haywood, Steven DeVougas

Committee Chair Mark Sain called the MPL Board of Trustees Building & Development Committee meeting to order at 8:05 a.m. on September 6, 2018 with a quorum present.

1. **Committee Meeting Minutes from July 12, 2018.** Chair Sain entertained a motion to accept the minutes, listed as attachment A of the agenda. Trustee Prince moved approval and Trustee Sain seconded. Motion passed.

2. **Purchase of Villard Square Condominium.** Assistant Executive Director David Misky from the Redevelopment Authority for the City of Milwaukee (RACM) addressed the committee to request approval for the sale of the Villard Square condominium from the Century City Redevelopment Corporation (CCRC) to the City of Milwaukee. Mr. Misky gave a brief overview of the Villard Square funding history and the process by which the sale will take place. The purchase does not include the other condominiums. Chair Sain moved the committee recommend approval to the full Board to work with RACM and the City of Milwaukee to purchase the library unit within the Villard Square development for use as a public library. Trustee Kovac seconded. Motion passed.

3. **Branch Redevelopment Project – Martin Luther King Jr. Branch.** Lavelle Young, CEO of Young Development Corporation, thanked the committee and full Board for selecting him as the developer on this project and for their patience as he addressed challenges that arose. Mr. Young emphasized he recognizes the importance of this project for the community. To regain momentum on the project, Young Development Corporation is proposing partnership with Haywood Group as a co-developer. Haywood Group will be a consultant to Mr. Young and a finance guarantor on this project. Mr. Young introduced Kalan Haywood, founder and President of Haywood Group. If the partnership is approved the intention is to move forward with the design that has already been approved by the Board. Mr. Haywood assured library staff and the committee will be notified immediately if there are significant changes or if the project is not viable. Construction Project Manager Sam McGovern-Rowen confirmed communication with Young Development Corporation has improved recently. The committee discussed changes that could require a new Request for Proposal (RFP). It is the opinion of City Attorney Rachel Kennedy a new RFP could be issued at any time but is not currently required. Trustee Kovac moved to recommend the addition of Haywood Group as a co-developer to the full Board with the understanding library staff will remain in constant communication with the development team. Trustee Prince seconded. Motion passed.

The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 8:56 a.m. on September 6, 2018.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
INNOVATION & STRATEGY COMMITTEE
MINUTES**

**Wednesday August 8, 2018
Central Library Meeting Room 1**

PRESENT: Joan Prince, Sharon Cook, Jim Marten, Paula Kiely

EXCUSED: Ald. Nik Kovac

Committee Chair Joan Prince called the MPL Board of Trustees Innovation and Strategy Committee meeting to order at 8:02 a.m. on August 8, 2018 with a quorum present. Trustee Marten participated by phone.

1. **Committee Meeting Minutes from April 11, 2018 Meeting.** Chair Prince entertained a motion to accept the minutes, listed as attachment A of the agenda. Trustee Cook moved approval and Trustee Prince seconded. Motion passed.

2. **Succession Planning.** The committee reviewed the demographics of the Board and discussed areas of overlap and gaps. Discussion ensued about desired skill sets and areas of expertise for new Trustees. Trustees with Artificial Intelligence (AI) and Information Technology (IT) expertise are highly desired and will be increasingly necessary. The committee discussed ways to identify candidates for appointment who can advise the Board about current advances and applications that may be suitable for the library. To move forward with succession planning, the Trustee Profile and demographic charts will be updated and the committee will create a list of possible candidates to recommend to the appointing bodies. Names of potential candidates should be sent to Director Kiely. Informational item.

3. **Retreat Follow-up.** At the April 11, 2018 meeting the committee requested the creation of a document to link the challenges and strategies that were identified on the Board Retreat with the library mission. Director Kiely used the Strategic Plan to create a chart, which is attached at the end of these minutes. The chart aligns challenges and strategies with the library vision, mission, and strategic outcomes. The purpose of the chart is to help the committee determine how to best use its time and where to put efforts in addressing emerging challenges. Also, the chart helps narrow a large amount of information to specific areas of focus. Trustee Prince suggested Trustee Marten be briefed on the Board Retreat to help streamline future meetings. She also recommended creating two short term workgroups; one will focus on AI and the other will focus on Viability and Stability. The workgroups will include MPL Board Trustees, MPL staff members, and others who are experienced and knowledgeable in these areas. Plans and suggestions resulting from the workgroups will be presented to the full Board. Director Kiely recommended starting with one workgroup for Viability and Stability and the committee agreed. A copy of the Strategic Plan will be sent to the committee members to supplement the chart. Director Kiely noted the Strategic Plan end date is in 2020. Trustee Prince will bring this to the attention of the full Board. Informational item.

The meeting of the Milwaukee Public Library Board's Innovation & Strategy Committee was adjourned at 9:07 a.m. on August 8, 2018.

DRAFT - Alignment of Challenges & Resilient Strategies with MPL Vision, Mission, and Strategic Outcomes - DRAFT

	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	Customer Outcomes MKE is a city of readers; services align with needs; digital inclusion increases; use by underserved markets increases	Community Outcomes MPL is a community 3rd space; library moves outside to be IN the community; partnerships basis for all success	Organizational Outcomes Data & evidence-based approaches are basis for decisionmaking; good not sacrificed for perfect; organizational structure & budget align with desired outcomes
Emerging Challenges					
Artificial Intellengence (AI)		X	X		X
Social Isolation (SI)	X	X	X	X	
Trustee Role (TR)		X			X
Privacy Rights (PR)	X		X		X
Needed Partnerships (NP)	X	X		X	X
Viability & Stability (VS)	X	X			X
Resilient Strategies					
Develop personalized service (PS)	X	X	X		X
Establish needed partnerships (NP)	X	X		X	X
Define trustee role in advocacy, lobbying, tri-model governance (TR)				X	X
Build staff capacity (SC)	X	X	X		X
Explore new governance & funding models (GF)	X				X
Create spaces for social interaction (SSI)	X	X	X	X	
Embrace Technology (T)	X	X	X	X	X
Build on Public Trust (PT)	X	X		X	X
Develop new revenue (N\$)	X			X	X
Demonstrate relevancy (DR)	X	X	X	X	X
Colloaboration between Boards (CB)	X			X	X

Customer Strategies & Tactics

Reading & Reserach

- Maximize library hours
- Develop Resource Library
- Develop collections and resources
- Provide reference services
- Provide circulation services
- Offer cultural programing and exhibits

21st Century Literacies

- Prioritize early literacy services
- Strengthen school age services
- Create civic & social literacy services
- Continue financial literacy services
- Enhance health literacy services

Technology & Digital Inclusion

- Promote digital inclusion
- Continue computer training
- Identify future trends
- Invest in infrastructure

Out-of-school learning for teens

- Initiate technology programming
- Promote online learning
- Create teen-only spaces

Community Strategies & Tactics

Community Third Place

- Define new policies and operational changes
- Create new customer service modesl
- Implement branch building program
- Design libraries as meeting places and learning commons
- Continue library maintenance & restoration projects

Community Engagement and Leadership

- Support community engagement activities and board participation
- Develop a volunteer Corps
- Develop new customers

Workforce Development & Business Growth

- Increase access to MPL job labs
- Increase small business resources & outreach

Organizational Strategies & Tactics

Resource Alignment & Organizational Development

- Align staff positions and resources
- Create metrics for each strategy and tactics
- Design and adopt a team approach
- Develop staff development programs
- Modify organization chart/structure