

MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR MEETING

MINUTES

Tuesday November 27, 2018

Central Library

Community Room 1

814 West Wisconsin Avenue

Milwaukee, WI 53233

PRESENT: Michele Bria, Ald. Milele Coggs, Ald. Nik Kovac, Matt Kowalski, Chris Layden, James Marten, Ald. Michael Murphy, Sup. Marcelia Nicholson, Joan Prince, Dir. Mark Sain, Jennifer Smith, Paula Kiely

STAFF: Rachel Arndt, Joan Johnson, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger, Rebecca Schweisberger, Kelly Wochinske

OTHERS

PRESENT: Budget and Policy Division: Mason Lavey

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:48 p.m. on November 27, 2018 with a quorum present. Trustee Coggs participated by conference phone.

SPECIAL COMMUNICATION

President Bria thanked Trustee Prince for her suggestion to include language about the role of Trustees on full Board meeting agendas. The language has been added at the end of the agenda, after the Trustee names. President Bria thanked the Trustees for their service.

President Bria introduced new Trustee Matt Kowalski and presented him with a Library Board pin. Trustee Kowalski has a background in Information Technology and computer software. He is looking forward to helping to enhance library services and further the MPL mission.

President Bria introduced Office of Early Childhood Initiatives Director Dea Wright. Ms. Wright has extensive experience working with young children. She is excited to work with MPL staff, the Board, and the community to identify and implement strategies to help improve childhood outcomes.

The Trustees participated in the annual book donation.

CONSENT AGENDA

1. **Regular Board Meeting Minutes October 23, 2018.**

2. **Committee Reports.**
 - a. Finance & Personnel Committee Meeting Minutes October 23, 2018
 - b. Services and Programs Committee Meeting Minutes November 5, 2018

3. **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 3-25 of the agenda. President Bria entertained a motion to approve. Trustee Prince moved and Trustee Sain seconded a motion to approve the Consent Agenda. Motion passed.

REPORTS

4. **Milwaukee County Federated Library System (MCFLS) Board.** Judy Pinger, Assistant Library Director responsible for Library Information Technology and Technical Services, reported on the November 26, 2018 meeting. The MCFLS Board added Trustee Elizabeth Suelzer. Strategic planning continues and the next meeting will be held on February 28, 2019. MCFLS will fund a one-year subscription to the CFRA MarketScope Advisor database, which will be available to all members. The database provides investment analysis, market reports, and business news items. If there is significant interest in the product in 2019, the subscription will be renewed and member libraries will share the cost. Following a discussion about collection management, it was determined that, as the Resource Library, MPL will resume the role of repository for system-wide 'last copy' items.
5. **Building and Development Committee Meeting.** Chair Mark Sain reported on the November 20, 2019 meeting. The Villard Square Condo was transferred to the City and the property has been designated for library use. The Committee recommended approval of several requests: entering into a contract with Johnson Controls for Phase 1 work of the Energy Performance Contract; contract award to Platt Construction for the interior build-out of the new library on Good Hope Road; selection of the name Good Hope for the new branch on Good Hope Road. All motions passed. Construction remains on schedule for the Good Hope library. A community open house and presentation will be held at Capitol Library on November 26, 2018 to give patrons an opportunity to ask questions about the project. The Committee was presented with a possible new site for the Martin Luther King, Jr. Library redevelopment. It was determined the Committee needs to tour the site before making a recommendation about the site.

OLD BUSINESS

6. **2019 Budget.** Director Kiely presented an overview of the 2019 final operating budget. The document is attached at the end of these minutes. Assistant Library Director Jennifer Meyer-Stearns informed the Board an amendment was passed on November 27, 2018 to adjust vacancy rates in all City departments. This decreased the budget by approximately \$3,000. The Board will be provided with an updated document. Director Kiely noted the restoration of Mill Road Library staff is expected to happen mid-year.

NEW BUSINESS

7. **Ad hoc Bylaws Committee.** President Bria thanked Trustees Smith, Nicholson, and Marten for volunteering for the ad hoc Bylaws Committee. The Committee's goal is to review the current bylaws and make recommendations for updates at the April 23, 2019 Board meeting. President Bria moved approval to create the ad hoc Bylaws Committee and Trustee Sain seconded. Motion passed.
8. **2019 Library Hours.** The Board reviewed the proposed hours of operation for 2019. Director Kiely confirmed they remain the same as 2018 hours. Trustee Kowalski moved to approve the hours and Trustee Sain seconded. Motion passed.

9. **Annual Meeting Calendar**. The Board reviewed the proposed Board and Committee meeting dates for 2019. President Bria moved to approve the meeting schedule and Trustee Nicholson seconded. Motion passed.

STRATEGIC DISCUSSION

6. **2019 Board Plan**. President Bria referred to the 2019 Board Plan, listed as Attachment D of the agenda. The plan will be used to forecast items that may be of interest to the Board and to keep track of tasks and deadlines. President Bria suggested changing the location of the annual meeting in May to the Rare Books Room, invite a keynote speaker, and end with a social hour. Trustee Prince suggested inviting a keynote speaker twice per year, with the presentation focused on an area of strategic planning. Also, she recommended including the Board assessments, both overall Board operation and individual Trustee assessments. President Bria noted the current Strategic Plan goes through 2020. Director Kiely added the plan could be extended by addressing some of the remaining priorities from the current plan and key questions identified during the Board retreat. President Bria asked the Board if there are library resources or practices they would like to learn more about as part of the Board education agenda items. Trustee Layden would like to hear more about how library use is changing and how decisions by the Board are affecting patron and staff experiences. Also, it could be helpful to hear from Branch Managers about how the strategic plan is being implemented at their location. Deputy Director Joan Johnson has been working with Branch Managers to track library programming supports the strategic plan. Ms. Johnson will report on her findings in the first quarter of 2019.

With no further business, the Milwaukee Public Library Board of Trustees meeting of November 27, 2018 was adjourned at 5:46 p.m.
