

**MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES**

**REGULAR MEETING**

**MINUTES**

**Tuesday, March 24, 2020**

**By Conference Call**

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

**EXCUSED:** Sup. Marcelia Nicholson

**STAFF:** Rachel Arndt, Joan Johnson, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger, Anne Rasmussen, Victoria Robertson, Rebecca Schweisberger, Kelly Wochinske, Dea Wright

**OTHERS**

**PRESENT:** MPL Foundation: Ryan Daniels

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President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:04 p.m. on March 24, 2020 with a quorum present. All Trustees participated by phone.

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**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

1. **Regular Board Meeting Minutes January 28, 2020.**
2. **Committee Reports.**
  - a. Innovation & Strategy Committee Meeting Minutes February 12, 2020
3. **Administrative Reports.**
  - a. Financial Report
  - b. Library Director's Reports

President Bria asked the Board if any items should be removed from the Consent Agenda presented as attachment B, pages 3-17 of the agenda. Hearing no objection, the Consent Agenda was approved.

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**BUSINESS**

4. **Coronavirus – Potential Impact on Operations.** President Bria offered thanks to Library Director Paula Kiely and MPL staff for their leadership, flexibility, and rapid response

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MPL CONSENT AGENDA

*1. Regular Board Meeting Minutes 03/24/2020*

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following the issuance of Mayor Barrett's 'Stay and Home' and Governor Evers' 'Safer at Home' orders. President Bria and Director Kiely thanked Trustee Smith and Trustee Sain for their assistance in decision making. MPL has convened a COVID-19 Response Team to address issues surrounding the coronavirus pandemic and its effect on library operations and services. Director Kiely provided a timeline of events leading to the library closure to the public (March 16, 2020) and staff (March 25, 2020). MPL is partnering with MPS and the Election Commission to provide support and materials as needed. A portion of the MPL team is able to work remotely and others have been redeployed to assist with absentee ballot preparation, collection, and data entry. Staff may also participate in online training and webinars designed to generate ideas for continuing public service during the shutdown. MPL Administration continues to investigate new ideas and options for service and is preparing unique content to share with patrons and the community. Urban Libraries Council (ULC) has been a tremendous help to MPL and other member libraries. ULC has organized several conference calls to discuss the impact of COVID-19 and has done an excellent job tracking library decisions country-wide. Trustee Layden recommended planning ahead in two-week increments and focusing on short-term priorities. Trustee Sain thanked Director Kiely for keeping the Board informed and updated on library decisions. Informational item.

5. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Nik Kovac reported on the February 17, 2020 and March 16, 2020 meetings. The Hoopla checkout limit has been increased from 4 to 8 per patron. Director Kiely noted the MCFLS staff and Board has been extremely helpful and shown great leadership during the pandemic. Informational item.
6. **Task Force on Financial Sustainability Presentation.** President Bria reviewed the purpose and goals of the task force, noting the great wealth of information provided by members and the Wisconsin Public Policy Forum. Rob Henken, Wisconsin Public Policy Forum President, gave an informative presentation about the city budget structure and how it impacts the library budget. The task force discussed alternate funding structures and will explore long-term and short-term solutions. Director Kiely presented an overview of the next meeting and encouraged any interested Trustees to attend future task force meetings. Informational item.
7. **State Annual Report.** MPL prepared and submitted the annual report to the Department of Public Instruction (DPI). President Bria reviewed and approved the report and entertained a motion for the Board to ratify her approval. Trustee Kovac moved to ratify and Trustee Sain seconded. Roll was called; motion passed.
8. **Building & Development Committee Meeting.** Trustee Sain reported on the March 5, 2020 and March 24, 2020 meetings.

**Good Hope Library**

MPL is in discussion with the Good Hope Library development team to amend the development agreement. If approved by the Board, MPL will complete the necessary work to bring the project back to scope and the development team will issue a promissory note to MPL to cover the costs. The promissory note will be issued for \$270,000 and would

become due June 30, 2020. The Committee moved to authorize the City Attorney and MPL staff to further negotiate a change to the development agreement amendment to include a promissory note commitment to remedy outstanding issues and the Right of Entry/Right of Ownership agreements. Trustee Layden seconded. Roll was called; motion passed.

Rotary Club of Milwaukee Community Room

A Memorandum of Understanding (MOU) with the Rotary Club of Milwaukee has been drafted and was presented to the Committee for review and approval. The Committee moved to approve the MOU draft. Trustee Prince seconded. Roll was called; motion passed.

The Committee moved to approve a total budget of \$460,000 for the renovation, which includes contingency funding. Trustee Marten seconded. Roll was called; motion passed.

Director Kiely presented the Committee with a list of possible funding sources for the project. The Committee moved to authorize MPL to use the recommended funding sources and other available funds if needed. Trustee Miller seconded. Roll was called; motion passed.

The Committee moved to award the construction contract for the Community Room One upgrade to Berglund Construction Company for a negotiated total of up to \$383,019. Trustee Marten seconded. Roll was called; motion passed.

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With no further business, the Milwaukee Public Library Board of Trustees meeting of March 24, 2020 was adjourned at 5:07 p.m.

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