

MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR MEETING

MINUTES

Tuesday, November 23, 2021

Video Conference Call via GoToMeeting

PRESENT: Michele Bria, Chris Layden, Ald. Milele Coggs, Ald. Nik Kovac, Matthew Kowalski, Michael Morgan, Jennifer Smith, Ald. JoCasta Zamarripa, Joan Johnson

EXCUSED: Teresa Mercado, Sup. Marcelia Nicholson, Mark Sain, Erika Siemsen

STAFF: Maria Burke, Eileen Force Cahill, Tammy Mays, Sam McGovern-Rowen, Amelia Osterud, Karli Pederson, Anne Rasmussen, Marian Royal, Rebecca Schweisberger, Kelly Wochinske, Dana Zurek

OTHERS

PRESENT: Budget and Policy Division: Mason Lavey
MPL Friends Board: Jamshed Patel
Office of Equity and Inclusion: Nikki Purvis
P3 Development Group: Dominique Samari, Jessie Tobin

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:06 p.m. on November 23, 2021 with a quorum present. All Trustees participated by video conference. The agenda items were taken out of order; however, these minutes are presented in numerical sequence.

SPECIAL COMMUNICATION

The Trustees participated in the annual holiday donation.

CONSENT AGENDA

1. **Regular Board Meeting Minutes October 26, 2021.**
2. **Committee Reports**
 - a. Finance & Personnel Committee Meeting Minutes – October 26, 2021
 - b. Executive Committee Meeting Minutes – November 17, 2021
3. **Administrative Reports**
 - a. Financial Report
 - b. Library Director's Reports
 - c. Statistics

NEW BUSINESS

4. **2022 Milwaukee Public Library Proposed Service Hours.** The Board reviewed the proposed library hours of operation for 2022, listed as attachment B of the agenda. Library Director Joan Johnson shared there was a slight reduction in hours as a result of a 3% decrease to the operating budget.

Under the new schedule, service hours will be uniform across all branches with branches open 48 hours per week and Central Library open 52 hours per week. Sunday hours will be reinstated at Central Library for the first time since the pandemic began. Trustee Morgan moved to approve the hours; Trustee Kowalski seconded. Motion passed.

5. **Contract Award – Library Books and Media Materials.** Director Johnson introduced Karli Pederson, Library Services Manager – Acquisitions & Serials, who presented a recommendation to award the library materials contract to Baker & Taylor. Ms. Pederson reviewed the Request for Proposal (RFP) process for this contract. If approved, Baker & Taylor will be the primary vendor for library materials for the next 3 years. The contract allows MPL to seek other vendors if necessary resources are not available through Baker & Taylor. MPL will have the option to renew the contract twice, for 2 years each time. Trustee Kowalski moved to approve the recommendation to award the library books and media materials contract to Baker & Taylor. Trustee Morgan seconded. Motion passed.
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REPORTS

6. **Services & Programs Committee Meeting.** President Bria reported on the action items from the November 3, 2021 meeting.
 - The Committee moved to grant approval for Library Director Joan Johnson to move forward with the 2022 MPL Foundation request of \$1.84M. Trustee Morgan seconded. Motion passed.
 7. **Building & Development Committee Meeting.** Vice-Chair Nik Kovac reported on the action items from the November 4, 2021 meeting.
 - The Committee moved to approve a revised MCFLS lease agreement for space within Central Library. Per the revised agreement, MCFLS will lease the space at a cost of \$95,387 per year beginning January 1, 2022 through November 2023. Trustee Layden seconded. Motion passed.
 - The Committee moved to approve authorization Deputy Library Director Jennifer Meyer-Stearns to begin negotiations with Milwaukee Health Department and Milwaukee Fire Department for the lease of the former Mill Road branch. Trustee Morgan seconded. Motion passed.
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OLD BUSINESS

8. **Racial Equity & Inclusion (REI) Action Plan Status Update.** Library Director Johnson introduced Dominique Samari, of P3 Group. MPL issued a RFP to select a consultant to assist in development of the library's REI action plan. The contract was awarded to P3, a boutique professional service firm that designs strategic solutions for clients seeking to drive equitable and inclusive change. Ms. Samari introduced the project team, summarized the project goals, and presented the findings from MPL staff and Board surveys and focus groups. Survey findings will be presented to all MPL staff and developing a diverse REI action planning team. The next phase, beginning in January 2022, will focus on action planning using a results-based accountability approach. The final action plan will include the overarching REI strategy, initial implementation steps, performance measures, desired outcomes, and strategic partner recommendations. A copy of the presentation is attached at the end of these minutes.
9. **2022 Budget – Final Update.** Library Director Johnson shared a summary of the final 2022 budget. The library budget will be \$26.5M, which represents 3.6% of the City's total budget. MPL received

American Recovery Plan Act (ARPA) funding for COVID-related expenses and toward new construction project costs for the Martin Luther King branch redevelopment. Director Johnson thanked all Trustees, especially those on the Common Council, for their support of MPL's budget request. MPL will continue to work closely with the MPL Foundation on value-added components for capital projects. As the Express Library at Silver Spring (MPLX) has been retired, community support will continue through partnership between MPL and the Housing Authority. President Bria also thanked the Council members for their support during the budget process.

With no further business, the Milwaukee Public Library Board of Trustees meeting of November 23, 2021 was adjourned at 5:07 p.m.



Milwaukee Public Library Racial Equity & Inclusion (REI) Initiative

November 23, 2021



MILWAUKEE
PUBLIC LIBRARY



Today's Agenda

1. Project Goals
2. Timeline
3. Progress To Date
4. Next Steps

Milwaukee Public Library Board Meeting

Nov. 23, 2021

MPL REI Project Team

P3 Development Group

Dominique Samari
Partner

T.J. Cobb
Evaluation Consultant

Sue Northey
Evaluation Consultant

Jordan Roman
Consultant

Jessie Tobin
Project Manager

Milwaukee Public Library

Joan Johnson

Anne Rasmussen

Eileen Force Cahill,

Hermoine Bell-Henderson



P3 Development Team: Samari, Cobb, Northey, Roman and Tobin

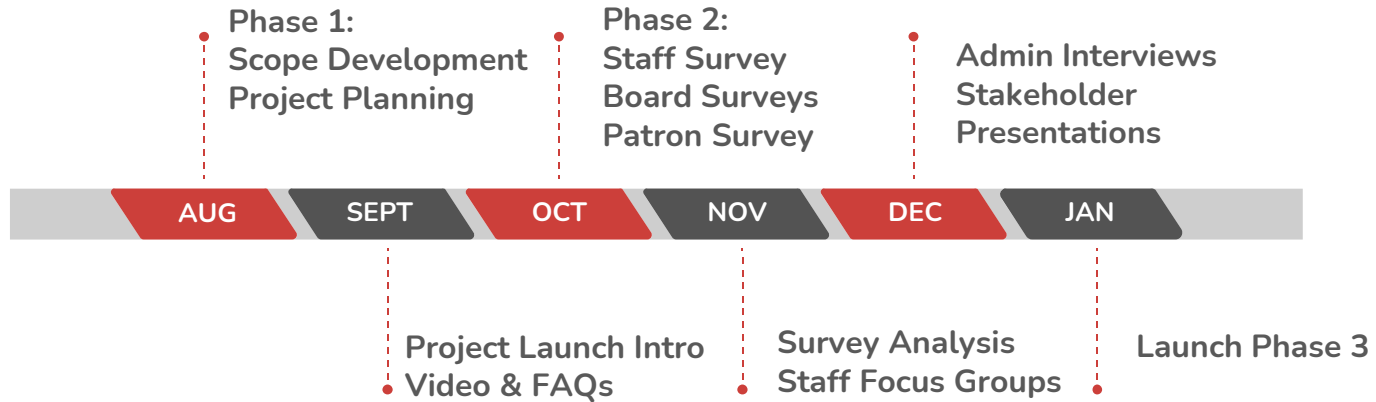
Project Goals

- 1. Understand MPL's organizational culture and practices**, how well they are aligned with MPL's mission and vision, and how they advance or impede racial equity
- 2. Understand staff and patron perspectives on MPL**, its role in the community, and its capacity and capability in relation to REI
- 3. Develop clear, long-term Racial Equity Action Plan** that will guide prioritization and decision-making for MPL
- 4. Develop shared understanding of MPL's strategic, future-looking direction** and how MPL can become an REI leader
- 5. Establish agreement on how MPL will evaluate its REI impact** and what systems, processes & capacities are needed to measure MPL's REI performance

MPL REI Action Planning Process

Phase 1: Project Planning

Phase 2: Data Gathering



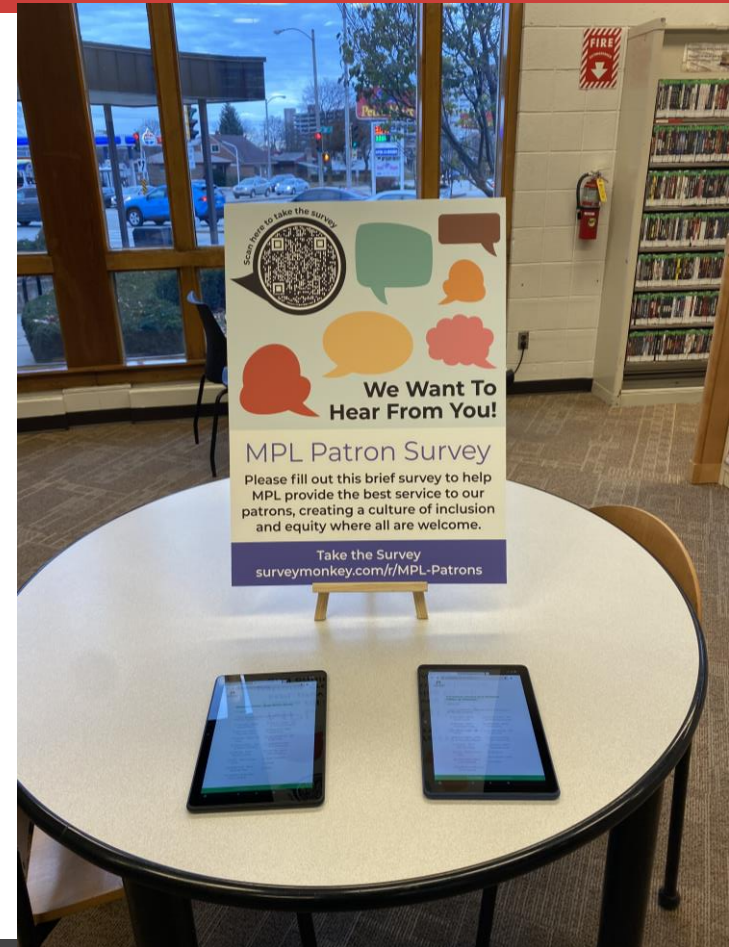
MPL REI Action Planning Process

Phase 3: Action Planning & Adaptive Leadership



Phase 2: Organizational REI/Culture Assessment

P3 has engaged internal and external stakeholders to develop a baseline that allows the organization to better assess stakeholders' perspectives and Milwaukee Public Library's challenges, opportunities and assets related to this REI work.



Stakeholder Participation



Staff Survey

181 participated
64% participation rate
(Completed)



Patron Survey

355 completed
(Analysis
in progress)



Focus Groups

38 participants
(Analysis
in progress)



3 Board Surveys

31 participated
60% participation
rate (Completed)



Admin Interviews

8 participants
(In progress)

Staff Survey: High Level Findings



Mission Alignment

Staff strongly understand and align with MPL's mission, values and goals.

Workplace Culture

Workplace culture will need to be prioritized to build a strong foundation for REI, including communications, decision-making, conflict resolution processes.

Staff of Color

There is a significant difference in how employees of color and white employees experience the organization. These perspectives will need to be heard and valued and prioritized in the next phase.

Staff Survey: High Level Findings



Staff and Administration Perspectives

There are key differences between staff and upper management perspectives that highlight the importance of a diverse and inclusive action planning process.

Internal Systems

There are opportunities to strengthen and formalize relationship-building, training and development, accountability practices, and career advancement pathways across the Milwaukee Public Library system.

Board Survey: High Level Findings



Mission Alignment

All respondents believe the library is a trusted community asset that welcomes everyone.

Trust and Commitment

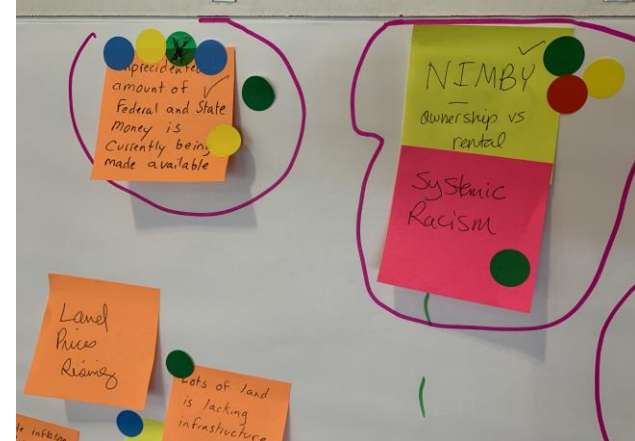
The vast majority of board members believe MPL prioritizes racial equity and inclusion in its culture and trusts MPL to support and advance racial equity and inclusion

Policies & Practices

Most board members do not know if the Milwaukee Public Library has implemented HR policies, practices and procedures that support racial equity and inclusion in the workplace.

Phase 3: REI Action Planning

During Phase 3, a diverse group of MPL stakeholders will help develop the strategies, metrics and leadership capacity to support racial equity and inclusion at the Milwaukee Public Library.



Project Approach: Results Based Strategies

What is trend line on indicator(s)? Proxy that is easily communicated.

Clear Result & Indicator(s)

Be clear about who: how many people do we need to move?

Who is the population?

*What is research base for factors?
How are assumptions tested?*

What are factors that support or impede result?

Target factors to develop clear strategies

*Which factors most influence result?
Which factors can you influence most?*

Performance measures:
How and when will you know?

How much? How well? What contribution to result? When will you know?

Who all is needed to implement strategies

How will organizations change, coordinate work, engage stakeholders and partners to get to scale

Final Deliverables

- **MPL's Racial Equity & Inclusion Plan** will include:
 - MPL's overarching REI strategy
 - Initial implementation steps
 - Performance measures
 - Desired outcomes
 - Strategic partner recommendations
- **Adaptive Leadership Trainings** will help create a strong leadership foundation to support the strategies



Next Steps

- Present Phase 2 findings to MPL staff and leadership
- Develop a diverse REI Action Planning Team that is representative of all MPL perspectives & set planning schedule
- Launch Phase 3 in January



Thanks!

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www.p3developmentgroup.com

