



**CITY OF
MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING**

**Ald. Ashanti Hamilton, President
John Gurda, Vice-President
Sup. Theo Lipscomb Sr., Financial Secretary
Paula Kiely, Secretary
Denise Callaway, Ald. Milele Coggs, Sharon Cook, Ald. Nik Kovac, Chris Layden,
Sam McGovern-Rowen, Joan Prince, David Riemer, Dir. Mark Sain
Secretary's Assistant: Crystal Sura (414) 286-3021**

Tuesday March 26, 2013

4:30 p.m.

Central Library

814 W. Wisconsin Avenue

Milwaukee, WI 53233

AGENDA

PUBLIC COMMENT

APPROVAL OF MINUTES January 22, 2013 Regular Meeting.

Attachment A, page 3

SPECIAL COMMUNICATION

1. **Trustee Recognition**. The Board will present a resolution honoring retiring Board member David Riemer, thanking him for his eleven years of service.

COMMITTEE REPORTS

2. **Innovation and Strategy Committee**. A report of the March 7, 2013 meeting regarding the Strategic Plan will be provided.

Attachment B, page 22

3. **Building and Development Committee**. The committee will report on the March 26, 2013 meeting regarding East Library and a materials vending system contract.

4. **Milwaukee County Federated Library System (MCFLS) Board**. Trustee Kovac, Resource Library Representative, will report on the February 18, 2013 MCFLS Board meeting.

OLD BUSINESS

5. **Wisconsin Library Association (WLA) Legislative Day.** A report on the activities from Legislative Day held on February 4, 2013 will be provided.

Attachment C, page 24

6. **System and Resource Library Administrators' Association of Wisconsin (SRLAAW) Summit.** Director Kiely will brief Trustees on the summit that was held in February.

Attachment D, page 27

NEW BUSINESS

7. **Wisconsin Department of Public Instruction Public Library Annual Report and Statement Concerning Public Library System Effectiveness.** Library Administration will review and seek approval for the 2012 annual report.

Attachment E, page 29

8. **Foundation Report.** MPL Foundation Executive Director Meg Diaz will report on Foundation activities.

ADMINISTRATIVE REPORTS

9. **Personnel Actions.** Library administration reports the personnel activity for January and February 2013.

Attachment F, page 30

10. **Financial Report.** The financial reports for December 2012, January and February 2013 are presented. Library administration reports the financial activity:

U. S. Bancorp Commercial Paper #338093426 (rated A1/P1) dated 01/04/13 and maturing 02/04/13 at a rate of 0.10%.....\$520,000.

U. S. Bancorp Commercial Paper #266073924 (rated A1/P1) dated 02/07/13 and maturing 03/04/13 at a rate of 0.08%.....\$510,000.

Attachment G, page 33

11. **Library Director's Reports.**

Attachment H, page 37

REMINDER: Next scheduled meetings are:

April 23, 2013 – Tippecanoe Library – 4:30 p.m.

May 22, 2013 – Central Library – 4:30 p.m.

ADJOURNMENT

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), 286-3062 (TDD), or Central Library, 814 W. Wisconsin Ave., Milwaukee, WI 53233 Attn: Accommodation Request.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday January 22, 2013
Central Library
814 West Wisconsin Avenue
Milwaukee, WI 53233**

PRESENT: Ald. Milele Coggs, Ald. Nik Kovac, Chris Layden, Sup. Theo Lipscomb, Sam McGovern-Rowen, David Riemer, Dir. Mark Sain, Paula Kiely

EXCUSED: Denise Callaway, Sharon Cook, John Gurda, Ald. Ashanti Hamilton, Joan Prince

STAFF: Chris Arkenberg, Sha’Nese Burnell Jones, Meg Diaz, Bruce Gay, Consuelo Hernandez, Dawn Lauber, Bill Lenski, Kathryn Mlsna, Taj Schoening, Crystal Sura, Brooke VandeBerg, Duane Wepking

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Eric Pearson, Budget and Policy Division

In the absence of President Hamilton, Trustee Lipscomb called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:45 p.m. on January 22, 2013 with a quorum present at 5:08 p.m. Trustee Coggs participated by conference phone. Items were taken out of order; however, these minutes are presented in numerical order.

PUBLIC COMMENT Library Business Operations Manager Taj Schoening introduced new Facilities Manager Duane Wepking.

Human Resources Consuelo Hernandez introduced Sha’Nese Burnell Jones, recently appointed as a staff training librarian in Human Resources.

Director Kiely expressed sympathy to family and friends in the passing of Katherine Ratzburg, Librarian III at Zablocki Library, who worked for the library for 42 years.

APPROVAL OF MINUTES Trustee Riemer moved and Trustee Kovac seconded a motion to approve the November 27, 2012 minutes. Motion passed.

SPECIAL COMMUNICATION

1. **New Trustee Introduction.** Trustee Lipscomb introduced Chris Layden, newly appointed to the Board by Mayor Barrett. Trustee Layden serves as a citizen member replacing former trustee Marty Schreiber Informational item.

COMMITTEE REPORTS

2. **Executive Committee.** In the absence of Trustee Gurda who chaired the Executive Committee meeting on December 12, 2013, Trustee Lipscomb gave the report. He referred to the agenda and minutes listed as Attachment C, page 12 of the agenda. At the meeting, the Committee reviewed the 2012 accomplishments and 2013 priorities. Trustee Lipscomb highlighted the progress on East Library and noted that other priorities for 2013 include: digital inclusion; book and laptop vending; and strategic planning. Informational item.
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3. **Library Building & Development Committee.** In the absence of Trustee Gurda, Trustee Lipscomb reported on two items that were discussed at the January 17, 2013 Building & Development Committee meeting. The six bid proposals for the Central Library Third Floor Renovation project were reviewed. It was the Committee's recommendation to award the contract to Triad Construction as recommended by library administration. Trustee Layden moved and Trustee Kovac seconded a motion to award the contract to Triad Construction, Inc. for the base bid plus both alternates for a total of \$284,172. Motion passed. The Building & Development Committee meeting agenda and minutes are attached at the end of these minutes.

A representative from the East Library development firm, HSI, informed the Committee that the project will be financed with a conventional loan through a local private lender instead of HUD. This decision allows construction to begin in May which was the original timeline with the library. Further discussion on HSI's progress with their development design plans ensued. Director Kiely updated the Board on the temporary library sites that have been considered. Informational item.

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4. **Finance and Personnel Committee.** Chair Theo Lipscomb stated that the Committee met earlier to hear the quarterly review of MPL Trust Fund investments from the J.P. Morgan representative. Discussion included changes to the investment strategy. The Committee suggested library administration obtain advice from the City Comptroller, and ask J.P. Morgan for more specific information on the changes they are suggesting. Informational item.

The internal control quarterly report was presented and accepted. There were no issues with operations. Informational item.

The detailed 2012 MPL Trust Fund expenditures report was reviewed. Information item.

Trustee Lipscomb stated that the Committee reviewed the changes to the MPL Board Operating Guidelines and suggested striking the final sentence under II.A.4. If the appellant appears with counsel, the Library Director may be represented by the City Attorney's Office. The deletion permits the Library Director to be represented no matter if the appellant is represented or not. Trustee Riemer moved and Trustee Layden seconded a motion to approve the MPL Board Operating Guidelines as revised with the struck language. Motion passed. The Finance and Personnel Committee meeting agenda and minutes are attached at the end of these minutes.

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5. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Kovac reported that due to the lack of a quorum, the January 14, 2013 meeting was not held. Informational item.

OLD BUSINESS

6. **Strategic Plan.** Director Kiely informed the Board that Judy Pinger (Business, Technology, Periodicals and Ready Reference Coordinator) is assisting with the planning. There have been ongoing discussions with CivicTechnologies consultant Marc Futterman as he develops the market segmentation data for Milwaukee. He will present the data to the

6. **Strategic Plan**. (continued) Innovation & Strategy Committee on March 7, 2013, 4:30-6:00 p.m. Since his visit in November, CountyCat circulation data, as well as school achievement and public safety information has been gathered to assist in the process. Community leaders will be invited to engage in a conversation about the issues the Board has identified, funding, technology, literacy, public service and organizational development. The consultant's team is researching the issues and the white papers will help fuel the discussion on future directions for the library. Mr. Futterman will also be meeting with the library's administrative team and all the library's managers, asking them to engage staff as well. The next step will be to continue the visioning process of what our library will look like. A final plan is expected to be completed in July. Informational item.

NEW BUSINESS

7. **MPL 2012 Accomplishments – Year-end Report**. The report, attachment D, page 14 of the agenda was presented. Informational item.

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8. **U.S. Government Printing Office (GPO) Commendation**. Director Kiely reported that MPL is a federal government depository and serves as a regional resource for government information. The collection is overseen by a government documents librarian. She added that over the years there has been a transition from print to electronic resources. Christine Arkenberg (Central Library Public Services Area Manager) presented a few government document examples to the Board. Informational item.

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9. **Wisconsin Library Association (WLA) Legislative Day and System and Resource Library Administrators' Association of Wisconsin (SRLAAW) Summit**. Director Kiely reminded the Board that the library participates in the Legislative Day annually. Librarians from the state will convene in Madison on February 5 to meet with legislators and discuss important issues facing libraries. During these visits, library staff will extend an invitation to the legislators to tour any MPL facility along with a Trustee. Director Kiely referred to attachment F, page 20 of the agenda. On February 4, she will be attending a SRLAAW summit. In the last biennial budget, State funding for public library systems decreased by 10%. System directors, Resource Library directors, and one additional representative from each system will convene to discuss the characteristics of strong systems, possible mergers, or other reconfigurations; best practices and visions for a new kind of System. A possible outcome of the summit may be a recommendation to consolidate some of the seventeen library systems currently in the state. The Department of Public Instruction has endorsed the effort and is providing some funding for facilitation. MPL as the MCFLS Resource Library could be affected. Two important services that the System offers to its members are the CountyCat (the library card catalog), interlibrary loan and materials delivery. Informational item.

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10. **Foundation Report**. Library Foundation Executive Director Meg Diaz reported that the Foundation ended the year positively with overall support and revenue of \$1,255,000. Total funds for the library of approximately \$800,000 support programs such as summer reading,

10. **Foundation Report.** (continued) children’s literacy initiatives, special projects and materials. At year-end, the Foundation Board of Directors also determines unrestricted support to the library and will be gifting the library with \$220,000 to use as needed. The Foundation’s major fundraising focus for 2013 will be to continue children’s literacy initiatives, summer reading, Books2Go and computer classes. A campaign will be initiated for the new East Library depending on the needs that are determined by the MPL Board of Trustees. A future and long-term campaign will be the restoration of the Central Library rotunda. The Foundation also provides operational support to the Friends of the Library. The Friends will be hosting their annual Literary Luncheon on April 23 featuring Elinor Lipman and her latest novel, “The View from Penthouse B.” Informational item.

ADMINISTRATIVE REPORTS

11. **Personnel Actions.** The personnel activity for November and December were reviewed. Director Kiely noted that Librarian Virginia Schwartz retired with 45 years of service. Jim Nowak retired with 27 years of service. Informational item.

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12. **Financial Report.** The financial activity for November was presented.
Library administration reports the financial activity:
U. S. Bancorp Commercial Paper #266072678 (rated A1/P1) dated 11/05/12 and maturing 12/05/12 at a rate of 0.11%.....\$515,000.
U. S. Bancorp Commercial Paper #266073100 (rated A1/P1) dated 12/05/12 and maturing 01/04/13 at a rate of 0.11%.....\$470,000.

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13. **Library Director’s Reports.** Director Kiely highlighted the ongoing staff security training developed by Library Security Manager Michael Weber. Small groups of staff participated by watching a video and discussing tips on developing a plan for how to respond in an active shooter situation.
The statistical reports were reviewed. The year-end patron count has increased by 14% and circulation increased by 7%. Unique visitors to the MPL website increased by 13%. The digital download of eBooks increased by 257%. Computer use continues to increase. It was recommended that signs be posted near computers, advertising the availability of laptop computers for library customers to check out and use while in the library.
Newly designed circulation and patron graphs were distributed for review. They will be a regular part of the agenda beginning in March. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of January 22, 2013 was adjourned at 5:50 p.m.



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

January 7, 2013

To: Library Building & Development Committee of the
Milwaukee Public Library Board of Trustees:
Chairperson John Gurda, Ald. Milele Coggs, Sharon Cook, Sup. Theo Lipscomb,
Dir. Mark Sain *All trustees are welcome to attend*
MPL: Joan Johnson, Taj Schoening, Duane Wepking
HSI Properties, LLC: Brett Haney
Engberg Anderson, Inc.: Mark Ernst
HGA Architects and Engineers: Kevin Allebach

Fm: Paula A. Kiely, Library Director

Re: Library Building & Development Committee Meeting
January 17, 2013, Thursday, 8:00-9:00 a.m.
Central Library, Meeting Room 1

MEETING NOTICE AND AGENDA

1. **Introduction of New Facilities Manager.** Mr. Duane Wepking will be introduced.
2. **Central Library Third Floor Renovation.** Approval will be requested for the Central Library Third Floor Renovation project contract.
3. **East Library Development.** Developer HSI will report to the committee on their progress and will seek approval to extend the deadlines for U.S. Dept. of Housing and Urban Development (HUD) submittal and library closing.

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), 286-3062 (TDD), or Central Library, 814 W. Wisconsin Ave., Milwaukee, WI 53233 Attn: Accommodation Request.

ATTACHMENT A-P. 5 of 19
MPL MINUTES 01/22/13

P. 7

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES**

**Thursday January 17, 2013
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Ald. Milele Coggs, Sharon Cook, John Gurda, Ald. Nik Kovac Sup. Theo Lipscomb, Dir. Mark Sain, Paula Kiely

OTHERS

PRESENT: MPL: Joan Johnson, Taj Schoening, Crystal Sura, Brooke VandeBerg, Duane Wepking
Brett Haney, HSI Properties, LLC
Tim Wolosz Engberg, Anderson, Inc

Committee Chair John Gurda called the MPL Board of Trustees Building & Development Committee meeting to order at 8:10 a.m. on Thursday January 17, 2013 with a quorum present. Trustee Coggs participated via conference phone.

1. **Introduction of New Facilities Manager.** Library Business Operations Taj Schoening introduced Mr. Duane Wepking as the new facilities manager. Mr. Wepking replaced Jim Kotras who retired in April of 2012. Informational item.

2. **Central Library Third Floor Renovation.** Ms. Schoening distributed a memo dated January 15, 2013 regarding Bid Proposals Received for Central Library – Third Floor Renovation. She explained that the staff area located on the third floor is due to be updated with improved HVAC, new lighting, a new ceiling and furniture. The bid was publicly advertised with the public bid opening held on January 4, 2013. Six companies submitted bids. Library administration recommends awarding the contract to Triad Construction, Inc. for the base bid plus both alternates for a total of \$284,172. Alternate 1 builds a closet for electrical components and alternate 2 will raise a small portion of the ceiling to expose the original ceiling detail. Trustee Cook moved and Trustee Sain seconded a motion to approve the contract award as recommended by library administration. The memo is attached at the end of these minutes. Motion passed.

3. **East Library Development.** Director Kiely stated that the library is working with HSI to redevelop the East Library site. Contracts and agreements are moving forward and temporary library space options are being reviewed. HUD financing was originally part of the developer agreement and Mr. Haney explained the need for some changes to the financing that will affect the construction timeline. Mr. Haney stated that since the project began sixteen months ago, the financing world has changed considerably for the better. The HUD financing that was contemplated for the project proved to be time consuming. HSI has decided to finance the project with a conventional loan through a local private lender. This decision will allow construction to begin in May which was the original timeline with the library. The development agreement will be revised to exclude HUD financing. Deputy Director Joan Johnson briefed the committee on several temporary library sites that have been toured. The next public meeting will be held at East library in April. Informational item.

With no further business, the meeting of the Board's Building & Development Committee was adjourned at 8:45 a.m. on Thursday January 17, 2013.



MEMORANDUM

Date: January 15, 2013

To: Library Building & Development Committee of the
Milwaukee Public Library Board of Trustees

From: Taj Schoening, Library Business Operations Manager

Re: Bid Proposals Received for Central Library – Third Floor Renovation

The Milwaukee Public Library issued a bid for renovation of the Third Floor - librarian work area in the Central Library. The bid was publicly advertised with the public bid opening held on January 4, 2013. There were two alternates: 1 builds a closet area to close off electrical components; and 2 creates a raised area in a portion of the ceiling to expose the original ceiling detail. Six companies submitted bids.

	<u>Base Bid</u>	<u>Alt. 1</u>	<u>Alt. 2</u>
Triad Construction, Inc.	\$245,000	\$35,065	\$4,107
Dahlman Construction Company	\$250,000	\$33,000	\$7,000
Burkhart Construction Corp.	\$254,690	\$25,200	\$5,625
William Sackerson Construciton Co.	\$255,000	\$31,100	\$5,870
KPH Construction Corp.	\$302,140	\$38,960	\$4,750
C3T, Inc.	\$302,865	\$51,500	\$3,900

Library administration recommends awarding the contract to Triad Construction, Inc. for the base bid plus both alternates for a total of \$284,172.



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

January 12, 2013

To: Finance & Personnel Committee of the
Milwaukee Public Library Board of Trustees:
Chairman Sup. Theo Lipscomb, Sr., Ald. Nik Kovac,
Joan Prince, David Riemer, Dir. Mark Sain *all trustees are welcome to attend*
JP Morgan: Jeremy Hillenbrand
MPL: Taj Schoening, Bill Lenski

Fm: Paula A. Kiely, Library Director

Re: Finance & Personnel Committee Meeting
Tuesday January 22, 2013
4:00 p.m.-4:30 p.m.
Central Library, Meeting Room 1

MEETING NOTICE AND AGENDA

1. **Quarterly Review of Fund Investments.** The investment manager of the MPL Trust Fund will review the performance of the investments.
2. **Quarterly Report of the Internal Control of the MPL Trust and Gift Funds.** Library Business Operations Manager Taj Schoening will report on internal accounting management.
Attachment A, page 2
3. **2012 Spending Report.** Reports on the 2012 use of unrestricted trust funds for staff training, programming, marketing and contingency will be provided.
Attachment B, page 3
4. **Operating Guidelines.** The Committee will review and approve changes to the guidelines.
Attachment C, page 5

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ATTACHMENT A-P. 8 of 19
MPL MINUTES 01/22/13

P. 10



MEMORANDUM

Date: January 14, 2013

To: Paula A. Kiely, Library Director

From: Taj Schoening, Library Business Operations Manager

Re: Internal Controls - Fourth Quarter 2012

I have confirmed that in the fourth quarter of 2012 Library staff followed Trust Fund internal control procedures. I am pleased to report that there were no issues with the operations of the Library Gift and Trust Fund during this period.

The Account Clerk received all checks and prepared cash receipts for each one. I reviewed and retained a copy of each cash receipt.

The Accounting Manager prepared checks and Fund Payment Requests for signature based on the Board's Check Signature Policy.

The Deputy Director received the October, November and December monthly bank statements and reviewed canceled checks. I prepared the monthly bank reconciliations for this period and the Accounting Manager posted all transactions to QuickBooks.

2012 MILWAUKEE PUBLIC LIBRARY TRUST FUND EXPENDITURES

ADULT PROGRAMMING EXPENDITURES

	Beginning balance:	\$	3,000.00
Programming Incidentals			762.50
To Be! Shakespeare Here and Now			525.00
Cantos Latinos - Central			1,095.00
House History Program - Central			150.00
Events Refreshment - Central & N/L's			139.05
Grow Your Own Groceries - N/L's			500.00
Frankenstein Lecture - Central			100.00
Black Cinema Film Series - Wash. Park			75.00
Saturdays in Mozart's Grove - Central			225.00
	Total:	\$	3,571.55
	Remaining balance:	\$	(571.55)

YOUNG ADULT PROGRAMMING EXPENDITURES

	Beginning balance:	\$	5,000.00
Programming Incidentals			762.50
General Programming			593.80
Teen Summer Reading			3,199.26
Teen Advisory Board			183.99
Gaming Programming & Equipment			222.20
	Total:	\$	4,961.75
	Remaining balance:	\$	38.25

CHILDRENS PROGRAMMING EXPENDITURES

	Beginning balance:	\$	12,500.00
Programming Incidentals			925.00
Saturdays at Central Family Programs			2,726.81
Lego Program Start Up			1,036.99
Dr. Seuss			917.90
After School Programs - Branches			1,270.77
Craft Supplies			1,013.67
Children's and Teen Poetry			90.00
Train and Duplo Table Replacements			1,429.90
Early Literacy, Play Group and Bilingual Story Times			1,839.66
Harvest Fest			605.85
Summer Reading			646.00
KidsFest			220.00
	Total:	\$	12,722.55
	Remaining balance:	\$	(222.55)

MARKETING TRUST FUND EXPENDITURES

	Beginning balance:	\$	10,000.00
Browser Mascot Appearances/Costume Upkeep			1,366.00
Miscellaneous Supplies			148.89
Summer Reading Marketing Plan			3,050.00
City Guide Ad			1,000.00
Poetry Reading Event			150.00
Library Link Translation(s)			2,673.75
(5,000) Budgeteer Pencils			1,017.50
	Total:	\$	9,406.14
	Remaining balance:	\$	593.86

CONTINGENT FUND EXPENDITURES

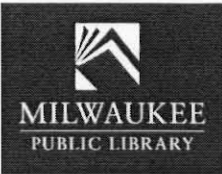
	Beginning balance:		1,470.00
Book - The Making of Milwaukee by John Gurda			26.95
Service Appreciation - Trustee Schreiber			649.99
Refreshments - South African School Library Visit			149.97
Library Director - Reimbursement for Misc. Expenses			291.61
	Total:	\$	1,118.52
	Remaining balance:	\$	351.48

TRAINING & MEMBERSHIPS TRUST FUND EXPENDITURES

	Beginning balance:	\$	7,000.00
Interlibrary Travel			553.00
Supplies - Staff Anniversary & Retirement Awards			1,222.91
Membership Dues			
Kiely, P. Library Director - Professional Dimensions			335.00
Kiely, P. Library Director - Rotary Club of Milwaukee			1,200.00
Westown Association			500.00
FUEL Milwaukee			500.00
Other Training Opportunities			
Online/Virtual Registration(s)			400.00
WTBBL Staff Training			688.16
Refreshments - FUEL Launch			350.00
	Total:	\$	5,749.07
	Remaining balance:	\$	1,250.93
	Grand Total Allocated:	\$	38,970.00
	Remaining Balance:	\$	1,440.42

The Milwaukee Public Library Foundation provided substantial funding for Dr. Seuss, Harvest Fest, Summer Reading and Teen Advisory Board activities.

The Friends of the Library provided support for Cantos Latinos, Gaming Equipment and Summer Reading.



Milwaukee Public Library Board of Trustees Operating Guidelines

Reviewed and approved by the City Attorney's Office January 14, 2013
Reviewed and approved by the Milwaukee Public Library Board of Trustees _____

I. Closed Session

A. Purpose

Library trustees should be aware that Wisconsin's open meetings law is designed to support the principle that "the public is entitled to the fullest and most complete information regarding the affairs of government as is compatible with the conduct of government business". To this end, all meetings of all state and local government bodies must be publicly held in places reasonably accessible to members of the public unless otherwise expressly provided by law. The specific statutory exemptions that may allow for a closed session are in Wisconsin Statutes 19.85.

B. Requirements

Wisconsin's Open Meetings Law places very specific requirements on library boards for notice and conducts of meetings. Closed library board sessions are allowed for certain purposes. The meeting notice must indicate any contemplated closed session, the subject matter of the closed session discussion, and the specific statutory provision allowing a closed session.

For most personnel-related issues, the relevant exemption is provided in Wisconsin Statutes 19.85(1)(c) which allows closed sessions when the employment, promotion, compensation, or performance evaluation data of any public employee under the jurisdiction of the particular government body is being considered. If a closed session was not planned, a board may still go into closed session on any subject contained in the meeting notice, whether the notice provides for a closed session or not, if the board follows the procedures below.

Other exemptions may include:

19.85(1)(a) Deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

1. The Board should be aware that if it has jurisdiction over an appeal of a dismissal, demotion or discipline of an employee closed session is possible under Wisconsin Statutes



Milwaukee Public Library Board of Trustees Operating Guidelines

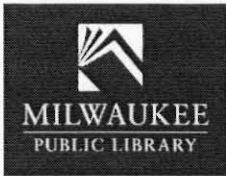
19.85(1)(b), however the board must give the employee notice of any evidentiary hearing held prior to final action and to any meeting at which final action might be taken. Notice to the employee must include a statement that the employee can demand that the evidentiary hearing or meeting be held in open session.

2. The board must first convene in open session.
3. The chief presiding officer must announce to all present at the meeting the intention of going into closed session and the purpose of the closed session.
4. The chief presiding officer must state the specific section of the law, by statute number (e.g. Section 19.85(1)(c) for a director evaluation session), which allows for the closed meeting. This announcement should be recorded in the minutes.
5. A motion, second and roll call vote, with the vote of each board member recorded in the minutes. A majority vote is required to convene in closed session.
6. Attendance at the closed session is limited to the board, necessary staff, and any other persons whose presence is needed for the business at hand. Attendance at a closed session must be in person and not by teleconference.
7. Closed session discussions must be limited to the subject announced in the meeting notice and the chief presiding officer's announcement.
8. Certain votes may possibly be legally taken in closed session. To avoid any question, it is a sound practice to take votes after reconvening into open session. Board actions, whether taken in open or closed session, must be recorded in the minutes and be open to public inspection. Secret ballots are only allowed for the election of board officers.
9. The board may legally reconvene in open session as long as that intent was noted in the public notice of the meeting. If there was no notice given that the board intended to reconvene in open session, the board is required to wait at least 12 hours after the completion of the closed session before reconvening in open session.

II. MPL Board Finance and Personnel Committee/Employee Discipline Appeals Procedure

A. Appeals

1. Pursuant to Wis. Stat. §§ 63.43 (1) and 63.44, no regularly appointed employee (an employee who has passed his or her probationary period) can be removed, discharged, or reduced except for just cause. Written notice of the removal, discharge, or reduction, with the reasons for the action, shall be furnished by the Library Director or his/her designee to the



Milwaukee Public Library Board of Trustees Operating Guidelines

employee; a regularly appointed employee who has received this notice may file a written request to appeal that decision to the Finance and Personnel Committee of the Library in the manner provided by this procedure. ~~Prior to being furnished notice of removal, discharge or reduction, the employee will meet with the Library Director to discuss the proposed disciplinary action.~~

2. Pursuant to Wis. Stat. § 63.43(2), regularly appointed employees who are suspended for a period in excess of fifteen (15) days may appeal their suspensions to the Finance and Personnel Committee and regularly appointed employees who receive a second or subsequent suspension within a six month period, regardless of the time period of the suspensions, may appeal the second or subsequent suspension to the Finance and Personnel Committee in the manner provided by this procedure.

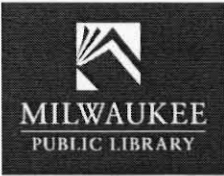
3. A request to appeal must be in writing, signed by the employee, and mailed or delivered to the Secretary of the Board, Milwaukee Public Library at 814 W. Wisconsin Ave., Milwaukee, WI 53233-2385, within three business days from the time the notice of the removal, discharge, reduction, or suspension is furnished to the employee. Appellants are encouraged to use the attached form. (Attachment I).

4. The appellant, or counsel for the appellant, must advise the Secretary of the Board, as soon as practicable, if the appellant intends to appear with counsel at the appeal hearing. If the appellant appears with counsel, the Library Director may be represented by the City Attorney's Office.

B. Hearing Procedure

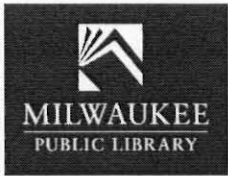
The following procedure applies to appeals before the Finance and Personnel Committee. All references to numbers of days set forth in this procedure shall mean calendar days.

1. Upon receiving a notice of appeal, the Secretary to the Board shall set a date for hearing on the reason(s) for removal, discharge, reduction, or suspension of the employee, **with the employment action subject to the hearing being limited to the employment action defined by the Secretary of the Board, consistent with these Guidelines.** The hearing shall be conducted within forty-five (45) days from the receipt of the notice of appeal unless the appellant waives the forty-five day time requirement in writing. If the forty-five (45) day time requirement is waived, the appeal shall be scheduled at a mutually convenient date occurring as soon as administratively feasible. **Additionally, if it appears to the Secretary of the Board that the forty-five (45) day time requirement is not practicable, the Secretary may ask the appellant for a waiver.**



**Milwaukee Public Library
Board of Trustees
Operating Guidelines**

2. The Library Director and appellant shall be served with a notice of the date, time, and place of the hearing **by regular U.S. mail. If the appellant is represented by counsel, communications will be with the counsel of record.**
3. The hearing date may be adjourned by mutual consent **of the parties; and the** Finance and Personnel Committee may order an adjournment on its own motion.
4. **The hearing may be presided over by the Chair of the Committee or a Hearing Examiner designated at the discretion of the Committee. A stenographic reporter will be retained to record the hearing.**
5. **The Secretary of the Board, the Chair, or the Hearing Examiner, may hold a pre-trial hearing for the purpose of identifying witnesses, reviewing proposed exhibits, signing subpoenas (if requested) to be served by a representative of the requesting party, identifying stipulated facts, and making pre-trial rulings as necessary for the administrative record. The stipulation of facts, witness list, and copies of admitted exhibits shall be provided to the Finance and Personnel Committee or the Hearing Examiner prior to the commencement of the hearing.**
6. The Finance and Personnel Committee, after all of the facts have been considered may, remain **or convene**, in executive session to consider the disciplinary action under appeal. However, all voting by members of the Finance and Personnel Committee shall be conducted in open session. The Finance and Personnel Committee shall make a finding and recommendation to the Board as to whether the disciplinary action should be sustained, modified, or set aside or whether a substitute disposition of the disciplinary action should be ordered. The findings and recommendations of the Finance and Personnel Committee shall be memorialized in writing.
7. The Finance and Personnel Committee will report its recommendation to the Board at the next scheduled meeting and the Library Board shall act upon the Committee's recommendations and notify the employee of the Board's decision in writing. The decision and findings of the Finance and Personnel Committee, when approved by the Library Board, shall be final and shall be filed in writing with the Library Board with copies to the Library Director, and employee **or counsel of record. (Until the findings of the Board are approved, the employment action of the Library Director or designee remains in full force and effect). The City Service Commission shall receive a copy of the decision.**



Milwaukee Public Library
Board of Trustees
Operating Guidelines

ATTACHMENT I

APPEAL PROCESS FORM

Date: _____

To: The Finance and Personnel Committee, Milwaukee Public Library Board

Please take notice that I appeal the decision of the Library Director, or his/her designee, issued on the _____ day of _____ 20_____.

The Library Director: ___ removed ___ discharged ___ suspended me from service of my position.

(Print Name)

(Signature)

(Title)

(Department/Library)

Further, please take notice that I intend to appear by counsel:

Name:

Address:

Phone:

An appeal must be in writing, signed by the employee, and mailed or delivered to the Secretary of the Board at the Milwaukee Public Library at 814 W. Wisconsin Ave., Milwaukee, WI 53233-2385, within three business days from the time of the notice of the removal, discharge, reduction, or suspension is furnished to the employee.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
FINANCE & PERSONNEL COMMITTEE
MINUTES
Tuesday January 22, 2013
Central Library Meeting Room 1**

PRESENT: Sup. Theo Lipscomb, David Riemer, Dir. Mark Sain, Paula Kiely

EXCUSED: Ald. Nik Kovac, Joan Prince

STAFF

PRESENT: Consuelo Hernandez, Bill Lenski, Taj Schoening, Crystal Sura

OTHERS Jeremy Hillenbrand, J.P. Morgan

PRESENT: Tom Molosky, J.P. Morgan
Eric Pearson, Budget & Policy

Chair Theo Lipscomb called to order, the meeting of the Board of Trustees Finance & Personnel Committee, at 4:10 p.m. on Tuesday January 22, 2013 with a quorum present. Items were taken out of order; however these minutes are presented in numerical sequence.

1. **Quarterly Review of Fund Investments.** The committee received the J.P. Morgan Financial Review and Market Outlook report dated January 22, 2013 prior to the meeting. Mr. Jeremy Hillenbrand, J.P. Morgan investment specialist, provided an update on the investment market, noting ongoing volatility. He summarized the MPL Trust Fund investment accounts. After a brief discussion on altering the portfolio, the Committee suggested that J.P. Morgan provide a model to library administration for review. At present, no changes to the investment allocations were made. The investment and performance summaries are attached at the end of these minutes. Informational item.

2. **Quarterly Report of the Internal Control of the MPL Trust and Gift Funds.** Library Business Operations Manager Taj Schoening, referred to the Internal Controls – Fourth Quarter 2012 memo, attachment A, page 2 of the agenda. All reconciliations and statements have been reviewed and approved monthly by Ms. Schoening and reported to be in order. Informational item.

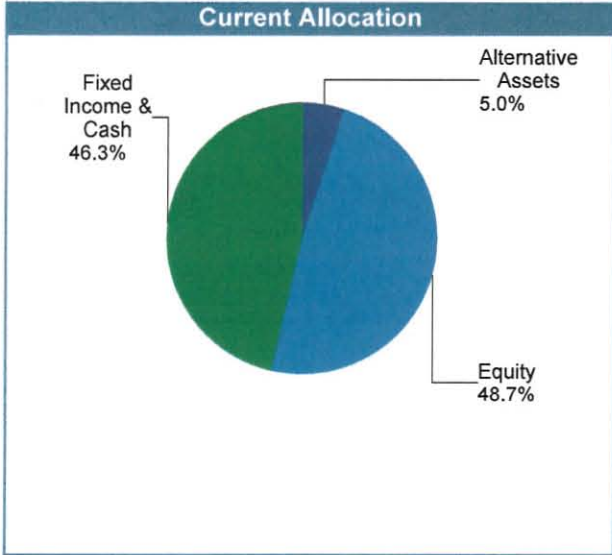
3. **2012 Spending Report.** Director Kiely referred to the 2012 MPL Trust Fund Expenditures report, attachment B, page 3 of the agenda. The 2012 spending amount was authorized by the Board in the fall of 2011 for adult, young adult and children's programming, marketing, contingency, and training. The report provides spending detail. Informational item.

4. **Operating Guidelines.** Director Kiely referred to attachment C, page 5 of the agenda, the MPL Board of Trustees Operating Guidelines. She explained that within the last year, the Board had an opportunity to follow the guidelines when an employee appealed his discharge. It was determined that some clarity of the language was necessary. The City Attorney's Office reviewed and approved the revisions that are shown in bold on the attachment. After the Committee reviewed and discussed the revisions, Trustee Riemer moved that the Operating Guidelines be forwarded to the full Board for approval with the following language deleted under II.A.4: If the appellant appears with counsel, the Library Director may be represented by the City Attorney's Office. Trustee Sain seconded the motion. Motion passed.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 4:42 p.m. on Tuesday January 22, 2013.

Investment Summary as of December 31, 2012

MILWAUKEE PUBLIC LIBRARY (MND-V27512009)*



Investment Profile:
Balanced Orientation

Objective Description:
This portfolio seeks to balance real capital growth with income and principal stability. It has an average level of risk, may experience moderate levels of volatility in the near-term, and is suitable for investors with moderate risk tolerance.

Total Portfolio		
Asset Class	JPMorgan (\$)	% of Total Fin. Assets
Equity	1,075,199	48.7
US Large Cap Equity	612,505	27.7
US Mid Cap Equity	150,712	6.8
US Small Cap Equity	52,629	2.4
EAFE Equity	145,121	6.6
Asia ex-Japan Equity	70,638	3.2
Emerging Market Equity	43,595	2.0
Alternative Assets	110,971	5.0
Hedge Funds	80,257	3.6
Hard Assets	30,714	1.4
Fixed Income & Cash	1,022,549	46.3
Cash & Short Term	162,065	7.3
US Fixed Income	839,299	38.0
Investment Grade	798,795	36.2
Extended Credit/High Yield	40,504	1.8
Foreign Exchange & Non USD Fixed In	21,185	1.0
Total Financial Assets	2,208,719	100.0
Total Portfolio	2,208,719	

* MND-V27512009 is comprised of: V27512009.

External Assets reflects accounts with and information produced by other service providers when such information is requested to be included by the client. Please note that J.P. Morgan does not validate the data provided by clients from other service providers and we accept no responsibility for any errors or omissions contained herein. Any questions concerning External Assets should be directed to the individual service providers for clarification. Your Investment Profile represents your overall investment objectives with respect to your relationship with us, and potentially other service providers as well. It may include one or more self directed Non-Discretionary Accounts and one or more Discretionary Investment Management Accounts. While the objectives of your individual accounts may vary, considered as a whole, they constitute your Total Wealth Profile. Your Total Wealth Profile is based upon the objectives set forth in your Investment Mandate with us. If you have requested us to include accounts in this presentation that are not covered by your Investment Mandate, those accounts will not be reflected in the Total Wealth Profile. The boxed information reflects your accounts at J.P. Morgan.



ATTACHMENT A-P. 18 of 19
 MPL MINUTES 01/22/13
 P. 20

Performance Summary as of December 31, 2012

MILWAUKEE PUBLIC LIBRARY (MND-V27512009)*

	Current Allocation (%)	Returns (%)						Since Inception	Inception Date
		YTD	3YR	5YR	2012	2011	2010		
Total Portfolio	100.0	8.8	6.3	1.2	8.8	-0.4	10.7	4.4	10/31/2003
Total Portfolio (Net of Fees)	100.0	8.2	5.8	0.9	8.2	-1.0	10.5	4.1	10/31/2003
Equity	48.7	16.1	9.6	0.7	16.1	-3.7	17.8	5.8	10/31/2003
Alternative Assets	5.0	-3.1	-	-	-3.1	-3.5	-	1.5	04/30/2010
Fixed Income & Cash	46.3	3.3	3.9	2.9	3.3	4.1	4.3	3.3	10/31/2003

KEY MARKET INDICES	YTD	3YR	5YR	2012	2011	2010	Since Inception	Inception Date
MSCI AC World USD Net Index	16.1	6.6	-1.2	16.1	-7.3	12.7	6.3	10/31/2003
HFRI FOF: Diversified Index	5.4	-	-	5.4	-5.0	-	1.1	04/30/2010
Ibbotson US Treasury Bills	0.1	0.1	0.4	0.1	0.0	0.1	1.7	10/31/2003
Barclays Capital Aggregate Tot	4.2	6.2	5.9	4.2	7.8	6.5	5.3	10/31/2003
Barclays Corporate High Yield	15.8	11.9	10.3	15.8	5.0	15.1	9.0	10/31/2003

* MND-V27512009 is comprised of account(s): V27512009.

Percentages may not add to 100% due to rounding. Alternative assets valuations may reflect price estimates on dates different from that indicated above. Market values may not agree with client statements due to late posted trades and income accruals. May include one or more self directed non-discretionary accounts and one or more discretionary investment management accounts. Total Portfolio represents assets both managed and excluded. Total Portfolio Managed does not include assets that have been excluded by your J.P. Morgan representative. Excluded assets are detailed on the Additional Information page. If shown, Portfolio (Net of Fees) reflects performance from the date as of which such information is available to us. Please reference the Inception Date. Unless otherwise indicated with the (Net of Fees) notation, all performance is shown gross of fees except that performance for mutual fund assets is net of fund level fees. Please refer to the Definitions and Additional Information pages for risk definitions. See the Important Information page for detailed information. Returns greater than one year are annualized. It is not possible to invest directly in an index. **Past performance is no guarantee of future results.**



ATTACHMENT A-P, 19 of 19
 MPL MINUTES 01/22/13
 P. 21



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

February 14, 2013

To: Innovation & Strategy Committee of the
Milwaukee Public Library Board of Trustees:
Chairman David Riemer, Ald. Nik Kovac, Denise Callaway, John Gurda,
Joan Prince, *all trustees are welcome to attend*
MPL: Judy Pinger

Fm: Paula A. Kiely, Library Director

Re: Innovation & Strategy Committee Meeting
Thursday March 7, 2013
4:30 p.m.-6:00 p.m.
Central Library, Meeting Room 1

MEETING NOTICE AND AGENDA

1. **Strategic Plan.** Strategic Planning consultant Marc Futterman from CivicTechnologies will present market segmentation and library data that will be used to develop a 3-5 year plan for library services.

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), 286 814 W. Wisconsin Ave., Milwaukee, WI 53233 Attn: Accommodation Request.

ATTACHMENT B-P. 1 of 2
MPL AGENDA 03/26/13

P. 22

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
INNOVATION & STRATEGY COMMITTEE
MINUTES
Thursday March 7, 2013
Central Library Meeting Room 1**

PRESENT: Denise Callaway, John Gurda, Ald. Nik Kovac, Chris Layden,
Sup. Theo Lipscomb, Paula Kiely

EXCUSED: Joan Prince, David Riemer

STAFF

PRESENT: Joanne Braun, Joan Johnson, Dawn Lauber, Mary Milinkovich, Judy Pinger,
Crystal Sura

OTHERS Eric Pearson, Budget & Policy

PRESENT: Leslie Silletti, Mayor's Office
Marc Futterman, CIVICTechnologies

Vice-Chair Nik Kovac called to order, the meeting of the Board of Trustees Innovation & Strategy Committee, at 4:45 p.m. on Thursday March 7, 2013 with a quorum present at 4:46 p.m.

1. **Strategic Plan.** Director Kiely explained that Strategic Planning Consultant Marc Futterman, from CIVICTechnologies was at MPL for the beginning of the strategizing phase of the planning process. During a series of meetings, staff have been engaged in the study of the initial findings. A group of community leaders met in the morning to have a conversation regarding issues facing the city including literacy, education, job training and economic development. The focus of the meetings with staff has been to review the integrated data that came from many sources. The data will be used to analyze community and library use, find out who MPL's customers are, and in-turn, guide the strategic planning process. Mr. Futterman explained the process thus far, reviewing data sources such as library data, tapestry data (United States census and Esri's demographic data), Milwaukee Public Schools data, etc. He noted that currently, the information is being absorbed and decisions will be made in future sessions. Library service areas were presented in a series of maps. Neighborhood census blocks were identified. The data and maps will be used to understand patrons, neighborhoods, and community conditions that impact library service strategies related to collections, programs, technology, facilities, marketing, and outreach. More data continues to be gathered. The results will be analyzed and summarized to identify gaps between service demands and opportunities to increase the library's presence in communities while continuing to adequately serve the already loyal patron. This work, leading to identifying goals and objectives, will continue through May and will be finalized with a 3-5 year plan for the future of the library system in June & July. Informational item.

The meeting of the Library Board's Innovation & Strategy Committee was adjourned at 6:10 p.m. on Thursday March 7, 2013.



MILWAUKEE
PUBLIC LIBRARY

March 2013

TO: Milwaukee Public Library Board of Trustees
FROM: Paula Kiely, Library Director
RE: 2013 WLA Library Legislative Day

On February 5, six Milwaukee Public Library administrators attended the annual Wisconsin Library Association's Library Legislative Day in Madison. In total, we met with 18 legislators or their aides. The meetings went very well and at the suggestion of Jennifer Gonda from the City's Intergovernmental Relations Division, we met with those legislators who, through redistricting, now have small pieces of Milwaukee in their districts and others holding leadership positions. The only person missed was Representative Kuglitsch, as no one was in his office during the time of our appointment. A full listing of our meetings is attached.

The goal of our meetings was to build or establish relationships and introduce the WLA Agenda:

- Public Library System funding
- BadgerLink Funding
- The 4 Statewide Resource Contracts, including Talking Books and Braille and Interlibrary Loan
- Newslines for the Blind
- Affordable, sufficient, and sustainable broadband
- UW System funding for libraries
- Common School Fund

Briefing papers on these topics were left with them and along with promise to follow-up as needed once the Governor's budget was released. Thank you letters were sent to all along with an invitation to tour Villard Square. Many seemed very interested in this. We will be developing a schedule for the tours and asking Trustees to participate.

Wisconsin Library Association
Library Legislative Day
January 2013ⁱ

Library	District	Assembly	Staff	District	Senate	Staff
Greenfield	7	Daniel Reimer (D) ⁱⁱ	Chris Arkenberg	3	Tim Carpenter (D)	
Forest Home	8	JoCasta Zamarripa (D)	Bruce Gay	3		
Zablocki	9	Josh Zepnick	Dawn Lauber	3		
King, Villard	10	Sandy Pasch (D) ⁱⁱⁱ	Dawn Lauber Chris Arkenberg	4	Lena Taylor (D)	Joan Johnson
Atkinson	11	Mandela Barnes (D) ^{iv}	Brooke VandeBerg	4		
Mill Road	12	Fred Kessler	Dawn Lauber	4		
Wauwatosa	13	Rob Hutton (R) ^v	Paula Kiely Bruce Gay	5	Leah Vukmir (R)	Paula Kiely Brooke VandeBerg
	14	Dale Kooyenga (R) ^{vi}	Paula Kiely Bruce Gay	5		
West Allis	15	Joe SanFelippo (R)		5		
Central	16	Leon Young (D)	Dawn Lauber Chris Arkenberg	6	Nikiya Harris (D) ^{vii}	Joan Johnson Brooke VandeBerg
Capitol	17	La Tonya Johnson (D) ^{viii}	Joan Johnson Chris Arkenberg	6		
Center Street, WPL	18	Evan Goyke (D) ^{ix}	Joan Johnson	6		
Bay View, East	19	Jon Richards (D) ^x	Paula Kiely Bruce Gay	7	Chris Larson (D)	Joan Johnson Bruce Gay
Tippecanoe, Cudahy, St. Francis	20	Christine Sinicki (D)	Dawn Lauber Chris Arkenberg	7		
North Shore, Shorewood, Whitefish Bay	22	Don Pridemore (R) ^{xi}	Paula Kiely Brooke VandeBerg	8	Alberta Darling (R)	
Hales Corners	84	Mike Kuglitsch (R) ^{xii}	Paula Kiely Brooke VandeBerg	28		

-
- i Attending: Paula, Joan, Bruce, Brooke, Chris, Dawn
 - ii Replaced Peggy Krusick
 - iii Replaced Elizabeth Coggs
 - iv Replaced Jason Fields
 - v Redistricting added Milwaukee Wards
 - vi On Joint Finance
 - vii Replaced Spencer Coggs
 - viii Replaced Barbara Toles
 - ix Replaced Tamara Grigsby
 - x On Joint Finance
 - xi Redistricting added Milwaukee Wards
 - xii Redistricting added Milwaukee Wards



MILWAUKEE
PUBLIC LIBRARY

March 2013

TO: Milwaukee Public Library Board of Trustees
FROM: Paula Kiely, Library Director
RE: System and Resource Library Administrators Association of Wisconsin Summit

On February 4, 2013 I attended the SRLAAW Summit for the purpose of exploring alternate models for public library systems in Wisconsin. Each of the current 17 Library Systems was represented by the system director, the resource library director, and one additional representative. Joining me from the Milwaukee County Federated Library System were Jim Gingery and Linda Pierschalla, Director of the Whitefish Bay Public Library and current chair of the MCFLS Library Director's Advisory Council.

The Wisconsin Library Services (WiLS) was engaged to develop and facilitate the process. Preparation for the summit was excellent. Stef Morrill, Executive Director of WiLS and her planning committee designed an open and inclusive process informed by data collected through surveys, research, and Webinars with other States that had experience in restructuring their state library systems - specifically, reducing their numbers. The results of the summit will be shared via the Internet and presented at the Wisconsin Association of Public Libraries Conference in May 2013. Ms. Morrill's communication with the library community and summit participants was excellent throughout the planning process.

While the summit was a good first step to engaging in a conversation on this challenging topic, I was disappointed with the results. The work done in the small groups was fairly productive, but the final step in the summit, the development of short and long-term goals lacked new thinking, bold ideas, major change, or a sense of urgency.

After working in small groups to create 20 and 5 year landscapes, participants reviewed the lists created by other groups and were asked to think about what they perceived as the five next steps and to write their thoughts down. The group discussed potential next steps, which can be found in attachment A.

One area of concern for MPL is the potential for change to legislation regarding Resource Libraries. This theme was present throughout the discussion. Some participants felt resource libraries were no longer needed and should be eliminated, while others felt their role should be re-examined. Others felt there could be fewer resource libraries serving larger areas of the State. As the largest Resource Library in the State, the Central Library could lose a significant level of support if there was a change to the State Statutes. It is an issue that bears monitoring.

The summit generated a sense of community among the participants and offered a forum for serious dialog that was needed. However, as the Governor's proposed budget provides stable funding for Library System Aids, it seems unlikely that there will be any major changes in the next year. I will continue to participate and keep the Board informed.

ATTACHMENT D-P. 1 of 2
MPL AGENDA 03/26/13

P. 27

SRLAAW – February 4, 2013 Summit
Next Steps

1. Updating Chapter 43 and other pieces of library law:
 - a. WLA taskforce with four issues to address and make recommendations to be vetted by the committee with a 1 year timeframe. (Done in-between budget cycles).
 - b. Give it a year, and let LDL decide, including vetting and campaigning and communicating
 - c. Modernize Chapter 43.001
 - d. General and specific areas
 - e. WLA taskforce will need SRLAAW recommendation to WLA president for the taskforce
 - f. Modernize Statute re system service
 - g. Modernize the resource library statutes
 - h. Revise the provisions in statute that govern reimbursement for nonresident borrowing.
 - i. Be aware of library governance structures.
2. Take the necessary steps to pass legislation allowing library districts
 - a. Needs to be put on the SRLAAW agenda.
3. Feasibility analysis for statewide ILS (integration vs centralization)
 - a. DPI and COLAND to study
 - b. LSTA funding for merger of consenting ILS systems
4. Encapsulate best practices for system mergers
 - a. Form SRLAAW subcommittee by May 2013
5. SRLAAW asks for LSTA funding for pilot of system merger between consenting systems
6. Bring the CE coordinators together every fall to encourage collaboration
7. Conversation for the System Directors to discuss shared services e.g., marketing as a shared service, ROI of sharing services, report on re-allocation of staff benefits
 - a. System Directors, in a transparent and inclusive conversation in August in Wausau.
 - b. Communicate what systems can share in their annual reports to demonstrate progress on these goals / issues.

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

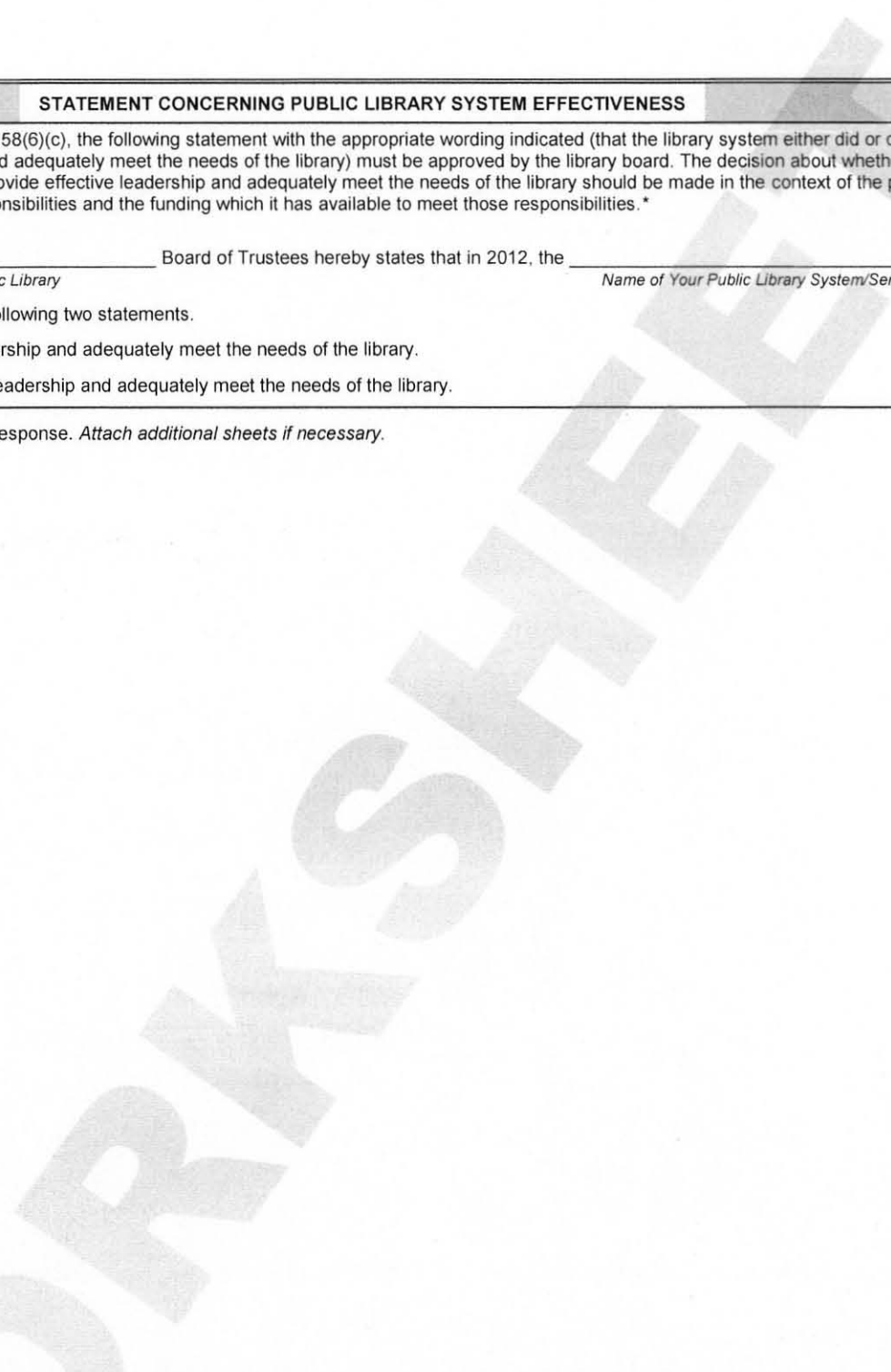
As required by Wis. Stat. s. 43.58(6)(c), the following statement with the appropriate wording indicated (that the library system either did or did not provide effective leadership and adequately meet the needs of the library) must be approved by the library board. The decision about whether the library system did or did not provide effective leadership and adequately meet the needs of the library should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.*

The _____ Board of Trustees hereby states that in 2012, the _____
Name of Public Library *Name of Your Public Library System/Service*

Indicate with an X one of the following two statements.

- Did provide effective leadership and adequately meet the needs of the library.
- Did not provide effective leadership and adequately meet the needs of the library.

Explanation of library board's response. *Attach additional sheets if necessary.*



* The statement *may* be sent directly to the Division for Libraries and Technology (DLT), c/o John DeBacher, P.O. Box 7841, Madison, WI 53707-7841. This page need not be forwarded to your library system.

CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to your public library system.

President, Library Board of Trustees Signature	Name of President	Date Signed
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MILWAUKEE PUBLIC LIBRARY SYSTEM

PERSONNEL ACTIONS

COVERING PERIOD: December 23, 2012 through March 2, 2013

The Secretary reports the following personnel actions:

REGULAR APPOINTMENT

Marquisha Bradley - Library Youth Educator - YCOS 03/02/13

PROVISIONAL APPOINTMENT MADE REGULAR

Hillary Evans - Library Youth Educator - YCOS 01/06/13

TEMPORARY APPOINTMENT

Kenneth Brennan - Custodial Worker II - CL - Facilities & Fleet 01/02/13

Mary Milinkovich - Management Librarian to Librarian V - Subject Services 01/06/13

EXPIRATION OF TEMPORARY APPOINTMENT

Julie Markowski - Personnel Analyst Sr. - Human Resources 01/24/13

EMERGENCY APPOINTMENT

Kathi Gardner - Library Circulation Assistant I - Extension Services 01/22/13

Joy Kilimann - Librarian III - Extension Services 01/22/13

Nancy Torphy - Librarian III - Extension Services 01/23/13

Acklen Banks - Librarian III - Extension Services 01/29/13

EXPIRATION OF EMERGENCY APPOINTMENT

Acklen Banks - Librarian III - Extension Services 12/28/12

Kathi Gardner - Library Circulation Assistant I - Extension Services 12/29/12

Joy Kilimann -- Librarian III -- Extension Services 01/03/13

Nancy Torphy - Librarian III - Extension Services 01/03/13

Nancy Torphy - Librarian III - Extension Services 01/24/13

Karen Radtke - Librarian III - Extension Services 02/09/13

Acklen Banks - Librarian III - Extension Services 02/16/13

CHANGE IN STATUS

Megan Steinfeld - Librarian I to Librarian I (1/2) - Martin Luther King 12/23/12

PROMOTION

Megan Steinfeld - Librarian I (1/2) to Librarian II (1/2) - Martin Luther King 12/23/12

Kimberly Zapata - Library Circulation Assistant I 01/20/13

TO: Neighborhood Library Services Assistant - Forest Home

PROMOTION / TRANSFER

Deidre Steward - Library Circulation Aide - Washington Park 12/23/12

TO: Library Reference Assistant - Capitol

Crystal Ayad - Library Circulation Aide - Circulation

TO: Custodial Worker II - CL - Facilities & Fleet

01/06/13

TRANSFER

Sha'Nese Burnell Jones - Librarian II (1/2) - East to Human Resources	12/23/12
Jane Hauptert - Librarian III (1/2) - East to Martin Luther King	12/23/12
Jessica Moore - Librarian II - Zablocki to Villard Square	12/23/12
Thomas Olson - Librarian III - Center Street to Subject Services	12/23/12
Jennifer Pahl - Librarian I - Washington Park to Subject Services	12/23/12
Patricia Schriefer - Librarian III - Capitol to Center Street	12/23/12
Mary Sherwood - Librarian II - Bay View to Center Street	12/23/12
Lynn Smith - Librarian III - Center Street to Capitol	12/23/12

TRANSFER / CHANGE IN STATUS

LaToya Payne - Library Circulation Assistant I - Mill Road	12/23/12
TO: Library Circulation Assistant I (1/2) - Bay View	

TRANSFER TO ANOTHER CITY DEPARTMENT

Tiffany Hankins - Custodial Worker II - CL - Facilities & Fleet	03/03/13
TO: Accounting Assistant II - Health Department	

ADDITIONAL ASSIGNMENT

Hermoine Bell Henderson - Library Branch Manager - Center Street	12/23/12
TO: Library Branch Manager - Center Street and Martin Luther King	

ADDITIONAL ASSIGNMENT ENDED

Rachel Collins - Library Branch Manager - Martin Luther King and East	12/23/12
TO: Library Branch Manager - East	

VOLUNTARY DEMOTION

Anahis Injasoulian - Library Circulation Assistant I	01/20/13
TO: Library Circulation Aide - Circulation	

LEAVE OF ABSENCE 24.0 or more hours.

Brandy Willis- Library Circulation Assistant I - Circulation - 32.0 hrs	12/31/12
Tammy Bremer - Library Technology Specialist - Technical Services - 47.9 hrs	01/07/13
Ashley Emmons - Audio Machine Technician - WTBBL - 32.0 hrs	01/07/13
Tammy Bremer - Library Technology Specialist - Technical Services - 28.0 hrs	01/22/13
Mary Jeske - Library Circulation Assistant I - Circulation - 32.0 hrs	01/22/13
Brandy Willis- Library Circulation Assistant I - Circulation - 36.5 hrs	01/23/13
Charmari Canady - Library Circulation Assistant I - WTBBL - 37.0 hrs	02/04/13
Ashley Emmons - Audio Machine Technician - WTBBL - 40.0 hrs	02/04/13
Brandy Willis- Library Circulation Assistant I - Circulation - 44.3 hrs	02/04/13
Jeanette Hollenbeck - Library Circulation Assistant I - Circulation - 32.0 hrs	02/07/13
Charmari Canady - Library Circulation Assistant I - WTBBL - 46.0 hrs	02/18/13
Mary Jeske - Library Circulation Assistant I - Circulation - 24.0 hrs	02/22/13
Ashley Emmons - Audio Machine Technician - WTBBL - 52.1 hrs	02/25/13

RETURN FROM LEAVE OF ABSENCE

Phaya Lem - Library Circulation Aide - Circulation 01/22/13

AWOL

Stacy Keppler - Library Circulation Assistant I - Zablocki - 18 days 12/27/12

RETURN FROM AWOL

Stacy Keppler - Library Circulation Assistant I - Zablocki 12/26/12

Stacy Keppler - Library Circulation Assistant I - Zablocki 01/14/13

RESIGNATION

Thomas Rodriguez - Library Circulation Assistant I - Tippecanoe 01/09/13

Hikeem Williams Davis - Library Circulation Aide - Mill Road 02/02/13

Dorothy Brown - Library Circulation Aide - Circulation 02/05/13

DISCHARGE

Stacy Keppler - Library Circulation Assistant I - Zablocki 01/22/13

TERMINATION WITHIN PROBATION

Rebekah Cosgrove - Library Circulation Aide - Zablocki 02/18/13

RETIREMENT

Thomas Piontek - Building Services Supervisor II - Facilities & Fleet 02/01/13

MPL Service Credit: 7 years 0 months 2 days

Judith Gloyer - Librarian III - Subject Services - Humanities & Archives 01/26/13

MPL Service Credit: 32 years 6 months 12 days

SEPARATION FROM SERVICE (DEATH)

Katherine Ratzburg - Librarian III - Zablocki 01/22/13

MPL Service Credit: 42 years 2 months 4 days

MILWAUKEE PUBLIC LIBRARY
 FINANCIAL REPORT
 January 31, 2013

2013

2012

REVENUES

	Budget	Received to date	% Received
Additional City Appropriation	\$20,303,028	\$1,310,355	6.5%
Fines	\$350,000	\$39,245	11.2%
Lost Materials, etc.	\$136,300	\$9,444	6.9%
MCFLS Contracts	\$791,100	\$0	0.0%
Total City Appropriation	\$21,580,428	\$1,359,044	6.3%

	Budget	Received to date	% Received
	\$21,428,474	\$1,329,998	6.2%
	\$340,000	\$34,884	10.3%
	\$140,200	\$8,034	5.7%
	\$791,300	\$0	0.0%
	\$22,699,974	\$1,372,916	6.0%

EXPENSES

City

	Budget	Spent to date	% Spent
Salaries	\$11,669,888	\$933,835	8.0%
Fringe Benefits	\$5,601,547	\$353,341	6.3%

	Budget	Spent to date	% Spent
	\$12,204,607	\$941,929	7.7%
	\$6,102,306	\$366,561	6.0%

Operating Expenses

<i>General Office Expense</i>	\$164,850	\$535	0.3%
<i>Tools & Machinery Parts</i>	\$26,100	\$1,115	4.3%
<i>Construction Supplies</i>	\$40,900	\$1,349	3.3%
<i>Energy</i>	\$713,185	\$0	0.0%
<i>Other Operating Supplies</i>	\$293,158	\$4,521	1.5%
<i>Vehicle Rental</i>	\$8,300	\$419	5.0%
<i>Non-Vehicle Equipment Rental</i>	\$31,300	\$0	0.0%
<i>Professional Services</i>	\$56,187	\$1,900	3.4%
<i>Information Technology Services</i>	\$201,000	\$7,833	3.9%
<i>Property Services</i>	\$787,600	\$43,456	5.5%
<i>Infrastructure Services</i>	\$26,000	\$0	0.0%
<i>Vehicle Repair Services</i>	\$500	\$0	0.0%
<i>Other Operating Services</i>	\$123,500	\$10,875	8.8%
<i>Reimburse Other Departments</i>	\$76,900	(\$135)	-0.2%
Total	\$2,549,480	\$71,868	2.8%

	\$172,500	\$1,743	1.0%
	\$26,100	\$739	2.8%
	\$51,400	\$988	1.9%
	\$763,811	\$0	0.0%
	\$291,722	\$10,847	3.7%
	\$8,300	\$348	4.2%
	\$33,800	\$525	1.6%
	\$172,500	\$2,263	1.3%
	\$195,600	\$1,395	0.7%
	\$801,118	\$28,752	3.6%
	\$26,000	\$0	0.0%
	\$500	\$0	0.0%
	\$137,000	\$16,826	12.3%
	\$76,900	\$0	0.0%
	\$2,757,251	\$64,426	2.3%

Equipment

<i>Library Materials</i>	\$1,535,934	\$0	0.0%
<i>Computers, etc.</i>	\$200,500	\$0	0.0%
<i>Other</i>	\$23,079	\$0	0.0%
Total	\$1,759,513	\$0	0.0%

	\$1,493,700	\$0	0.0%
	\$100,500	\$0	0.0%
	\$41,610	\$0	0.0%
	\$1,635,810	\$0	0.0%

Total City Expenses	\$21,580,428	\$1,359,044	6.3%
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	\$22,699,974	\$1,372,916	6.0%
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MILWAUKEE PUBLIC LIBRARY
 FINANCIAL REPORT
 January 31, 2013

2013

ADDITIONAL FUNDING SOURCES

	Budget	Spent to date	% Spent
Other Dept. Appr.			
<i>Villard Square Lease</i>	\$13,182	\$0	0.0%

Contract Grants

<i>Teacher in the Library</i>	\$113,000	\$4,738	4.2%
<i>WTBBL</i>	\$968,700	\$444,467	45.9%
<i>ILS</i>	\$84,690	\$42,581	50.3%
Total	\$1,166,390	\$491,786	42.2%

Trust Fund

<i>Materials</i>	\$56,150	\$37,500	66.8%
<i>Programming</i>	\$21,500	\$2,769	12.9%
<i>Training</i>	\$7,368	\$1,100	14.9%
<i>Marketing</i>	\$11,000	\$0	0.0%
<i>Contingency</i>	\$1,500	\$187	12.5%
Total	\$97,518	\$41,556	42.6%

Foundation Funds

	Balance	Spent to date	% Spent
<i>Materials</i>	\$218,906	\$17,229	7.9%
<i>Programming</i>	\$12,060	\$10,618	88.0%
Total	\$230,966	\$27,847	12.1%

2012

	Budget	Spent to date	% Spent
	\$13,182	\$0	0.0%

	\$0	\$0	0.0%
	\$968,700	\$417,508	43.1%
	\$86,715	\$44,675	51.5%
	\$1,055,415	\$462,183	43.8%

	\$53,770	\$0	0.0%
	\$20,500	\$2,660	13.0%
	\$7,000	\$1,100	15.7%
	\$10,000	\$0	0.0%
	\$1,470	\$27	1.8%
	\$92,740	\$3,787	4.1%

	Balance	Spent to date	% Spent
	\$135,969	\$4,259	3.1%
	\$10,000	\$0	0.0%
	\$145,969	\$4,259	2.9%

MILWAUKEE PUBLIC LIBRARY
 FINANCIAL REPORT
 February 28, 2013

2013

2012

REVENUES

	Budget	Received to date	% Received
Additional City Appropriation	\$20,303,028	\$2,942,257	14.5%
Fines	\$350,000	\$58,139	16.6%
Lost Materials, etc.	\$136,300	\$17,532	12.9%
MCFLS Contracts	\$791,100	\$11,462	1.4%
Total City Appropriation	\$21,580,428	\$3,029,390	14.0%

	Budget	Received to date	% Received
	\$21,428,474	\$2,957,099	13.8%
	\$340,000	\$75,336	22.2%
	\$140,200	\$18,255	13.0%
	\$791,300	\$0	0.0%
	\$22,699,974	\$3,050,690	13.4%

EXPENSES

City

	Budget	Spent to date	% Spent
Salaries	\$11,669,888	\$1,842,997	15.8%
Fringe Benefits	\$5,601,547	\$791,523	14.1%

	Budget	Spent to date	% Spent
	\$12,204,607	\$1,843,615	15.1%
	\$6,102,306	\$851,313	14.0%

Operating Expenses

<i>General Office Expense</i>	\$164,850	\$3,756	2.3%
<i>Tools & Machinery Parts</i>	\$26,100	\$2,697	10.3%
<i>Construction Supplies</i>	\$40,900	\$1,835	4.5%
<i>Energy</i>	\$713,185	\$0	0.0%
<i>Other Operating Supplies</i>	\$293,158	\$57,442	19.6%
<i>Vehicle Rental</i>	\$8,300	\$848	10.2%
<i>Non-Vehicle Equipment Rental</i>	\$31,300	\$3,387	10.8%
<i>Professional Services</i>	\$56,187	\$4,643	8.3%
<i>Information Technology Services</i>	\$201,000	\$40,162	20.0%
<i>Property Services</i>	\$787,600	\$69,498	8.8%
<i>Infrastructure Services</i>	\$26,000	\$3,670	14.1%
<i>Vehicle Repair Services</i>	\$500	\$0	0.0%
<i>Other Operating Services</i>	\$123,500	\$16,072	13.0%
<i>Reimburse Other Departments</i>	\$76,900	(\$285)	-0.4%
Total	\$2,549,480	\$203,725	8.0%

	\$172,500	\$8,235	4.8%
	\$26,100	\$1,998	7.7%
	\$51,400	\$3,089	6.0%
	\$763,811	\$28,133	3.7%
	\$291,722	\$36,603	12.5%
	\$8,300	\$782	9.4%
	\$33,800	\$2,258	6.7%
	\$172,500	\$2,263	1.3%
	\$195,600	\$48,020	24.6%
	\$801,118	\$72,470	9.0%
	\$26,000	\$0	0.0%
	\$500	\$0	0.0%
	\$137,000	\$22,021	16.1%
	\$76,900	\$0	0.0%
	\$2,757,251	\$225,872	8.2%

Equipment

<i>Library Materials</i>	\$1,535,934	\$189,085	12.3%
<i>Computers, etc.</i>	\$200,500	\$131	0.1%
<i>Other</i>	\$23,079	\$1,929	8.4%
Total	\$1,759,513	\$191,145	10.9%
Total City Expenses	\$21,580,428	\$3,029,390	14.0%

	\$1,493,700	\$115,877	7.8%
	\$100,500	\$3,650	3.6%
	\$41,610	\$10,363	24.9%
	\$1,635,810	\$129,890	7.9%
	\$22,699,974	\$3,050,690	13.4%

MILWAUKEE PUBLIC LIBRARY
 FINANCIAL REPORT
 February 28, 2013

2013

ADDITIONAL FUNDING SOURCES

	Budget	Spent to date	% Spent
Other Dept. Appr.			
<i>Villard Square Lease</i>	\$13,182	\$0	0.0%

Contract Grants

<i>Teacher in the Library</i>	\$113,000	\$12,521	11.1%
<i>WTBBL</i>	\$968,700	\$499,710	51.6%
<i>ILS</i>	\$84,690	\$48,968	57.8%
Total	\$1,166,390	\$561,199	48.1%

Trust Fund

<i>Materials</i>	\$56,150	\$37,601	67.0%
<i>Programming</i>	\$21,500	\$4,732	22.0%
<i>Training</i>	\$7,368	\$1,230	16.7%
<i>Marketing</i>	\$11,000	\$150	1.4%
<i>Contingency</i>	\$1,500	\$240	16.0%
Total	\$97,518	\$43,953	45.1%

Foundation Funds

	Balance	Spent to date	% Spent
<i>Materials</i>	\$407,134	\$46,423	11.4%
<i>Programming</i>	\$50,359	\$19,663	39.0%
Total	\$457,493	\$66,086	14.4%

2012

	Budget	Spent to date	% Spent
	\$13,182	\$0	0.0%

	\$0	\$0	0.0%
	\$968,700	\$480,271	49.6%
	\$86,715	\$51,215	59.1%
Total	\$1,055,415	\$531,486	50.4%

	\$53,770	\$0	0.0%
	\$20,500	\$5,098	24.9%
	\$7,000	\$1,349	19.3%
	\$10,000	\$3,861	38.6%
	\$1,470	\$27	1.8%
Total	\$92,740	\$10,335	11.1%

	Balance	Spent to date	% Spent
	\$190,629	\$16,642	8.7%
	\$27,598	\$8,470	30.7%
Total	\$218,227	\$25,112	11.5%

Director's Report
January February March 2013

Since the last Board Meeting, I have focused my attention on our East Library and Strategic Planning projects. With others, I worked on locating the WE Energies transformers, identifying the temporary library and negotiating the lease, and explored opportunities for fundraising for the new library. Workshop 1 in our Strategic Planning took place on March 6-8 and included meetings with all managers, a community group of leaders, and the Strategy Committee of the Library Board.

I attended a 2-day Digital Inclusion meeting in Seattle (WA) that was hosted and sponsored by WebJunction with IMLS funding. This was the last face-to-face meeting for this project, which concludes later this year. While in Seattle, I attended several meetings of the ALA Midwinter Conference.

I gave a talk to the Women's Court and Civic Conference on February 20 at the Italian Community Center titled, Gutenberg to Google. Evolving Tools for Gathering, Retaining, and Delivering Information.

Other meetings or events I participated in include the City's 167th Birthday Party, the System and Resource Library Administrators Association of Wisconsin's (SRLAAW) summit and Library Legislative Day; I met with Magda Peck, Founding Dean of the UWM School of Public Health to tour the school and discuss potential partnerships; I hosted a talk by Marsha Huff, President of the Friends of the Milwaukee Library, who spoke about Jane's Austen's Pride and Prejudice, and I represented the Library as a partner to Vivian King and Alderman Willie Wade during a book signing for former Milwaukee Buck and author Sidney Moncreif in Centennial Hall.

Programs

The North Shore Line: America's Fastest Interurban. On Saturday, January 19 Central Library was pleased to present "The North Shore Line: America's Fastest Interurban". Using photographs from MPL's historic photograph collection, items from the Poster Collection and a short, non-fiction film entitled The North Shore Brought to Life outlined the history of the renowned rapid transit rail line that operated between Milwaukee and Chicago until 1963. The program was attended by 136 very enthusiastic patrons. Librarian Dan Lee (Humanities and Archives) moderated the program with assistance from librarian John Sieracki (Humanities and Archives) and circulation assistant John Lloyd (Registration/Book Return). John took photos of the posters for the PowerPoint presentation, including some that are on long-term loan to City Hall.

From Page to Stage. In partnership with the Milwaukee Chamber Theatre (MCT), the library hosted the second installment of "From Page to Stage," an in-depth look at an MCT production on Saturday, February 9. The play Underneath the Lintel was the focus; Director C. Michael Wright and actor James Ridge offered information about the playwright and his script, and discussed the artistic process of creating a role and making the playwright's words come alive. The event was attended by 22 enthusiastic patrons.

Pride and Prejudice. 200 Years and Counting. Tea and cookies were enjoyed during a delightful and informative talk by Jane Austen authority and former president of the Jane Austen Society of North America, Marsha Huff, on Sunday, March 17. The program was fully subscribed and the 45 people who attended, including Trustee David Reimer, enjoyed Ms. Huff's analysis of the structure of Austen's novel, comparing it to Shakespeare's dramas and comedies. Ms. Huff captivated her audience with her insights and humor, and left them with the urge to delve into yet another rereading of one of the world's most beloved works of fiction.

Black History Month

To celebrate Black History Month, the Central Library hosted Read-in's and book discussions featuring black authors and history. On February 3, library staff members Tim Rush (Periodicals), Mary Milinkovich (Arts and Media), Manuel Cockroft (Facilities and Fleet) and Anna Donovan (Arts and Media) read out loud in Mozart's Grove. The program was repeated on February 23 and featured guests from the community including Marsha Huff (Friends of the Library President), Judge Derek Mosley, Gina Alberts (MPL Foundation President) Peter, and Deborah Koconis (Friends of the Library Board member), as well as library staff members Maria Cunningham Benn (Periodicals), Manuel Cockroft, Barbara Sherman (Arts and Media), Tim Rush and Anna Walls (Business and Technology).

Maria Cunningham Benn hosted a book talk on Brainwashed by Tom Burrell. On February 3 Kristina Gomez (Periodicals) hosted a discussion of The Known World by Edward P. Jones on February 19.

On February 11 Alderwoman and Trustee Miele Coggs partnered with Martin Luther King Library to host a special Read-In. Special guests included City Treasurer Spencer Coggs and a host of educators. The children had a wonderful time listening to stories, singing songs and creating dream catchers. Staff participants included Joy Mahaley, Sarah Leipold, DoniElle Lewis, and Allison Schwartz. The program was a success with 60 people in attendance.

Read-Ins were also held at many branch libraries. Trustee Mark Sain and Deputy Library Director Joan Johnson participated in the read-in at Mill Road Library along with Branch Manager Enid Gruszka, who also directed the read in at the Capitol Library. At Villard Square Library the- Black History Month Read-in was held on Monday, February 18. Readers included Mayor Tom Barrett, Aldermen and Library Trustees Ashanti Hamilton and Nik Kovac, and Trustee Supervisor Theo Lipscomb, and Villard Square Manager Kirsten Thompson.

Center Street Library hosted a Black History Month Read-In on February 11. Specials guests included Common Council President Willie Hines and Library Director Paula Kiely. Staff participants were Patricia Schriefer and Hermoine Bell-Henderson.

Tippecanoe Library held a family program as a Martin Luther King's birthday celebration on January 30. Tippecanoe staff Sue Gustafson and Irene Moraniec presented and African American bingo program. There were 14 people in attendance.

A program titled African American Crafts and Culture, was presented by Librarian Jeff Gold and Branch Manager Brian Williams-Van Klooster at Washington Park Library. Staff and patrons

contributed to a 50-foot timeline of important dates and lives in African American history. Accompanying the timeline were weekly crafts that appealed to younger audiences, including African mask-making and drum and shaker projects. The final week featured live music by a library patron and kora-player from Mali, West Africa.

Also at Washington Park, African American Adventures in Art, was presented by neighborhood arts advocate Jody Alexander. Families and teens were invited to a weekly evening presentation about how African Americans have used art to document their history. Stories, pictures and artifacts were shared with audiences in an interactive format. Children created collages using images of their favorite artworks and added their own stories.

Events

The Making of Milwaukee with John Gurda. Milwaukee historian, author and MPL Trustee John Gurda presented a fast-paced talk and slide show based on his publication, The Making of Milwaukee, that captured the history of Milwaukee from its wilderness past to the 21st century. The program drew a total of 100 and of the 23 who completed evaluation forms, Gurda received a 100% approval rating for the highest rank on all three questions regarding customer satisfaction. In addition to many accolades for John Gurda's great work, one comment sums up the general consensus of the crowd, "Excellent presentation and information!" This program was presented as part of the 2013 Docent Enrichment Program and was funded, in part, by the Friends of the Milwaukee Public Library.

Author Visit. On February 10, 2013, author Paul Geenen presented a talk based on his book Schuster's & Gimbels: Milwaukee's Beloved Department Stores. In addition to presenting information and answering questions from the audience, the author also spent time briefly discussing each image in a PowerPoint presentation of photographs of the department stores taken from the library's historic photo collections. The PowerPoint presentation was created by Librarian, Heather Smith (Humanities and Archives) who hosted the event. The talk was attended by 107 delighted patrons.

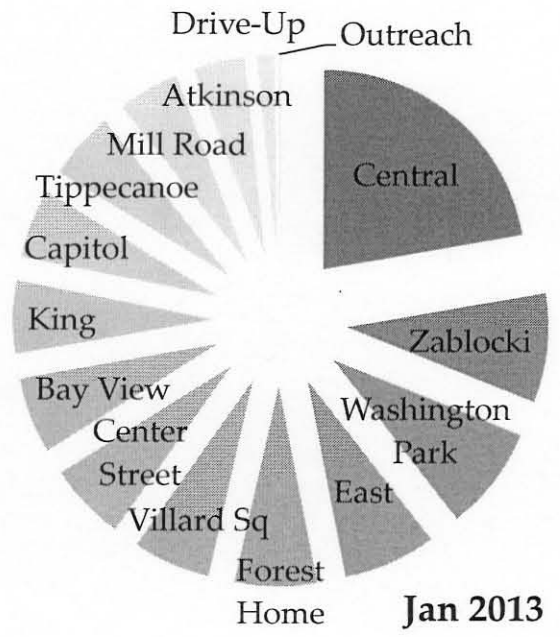
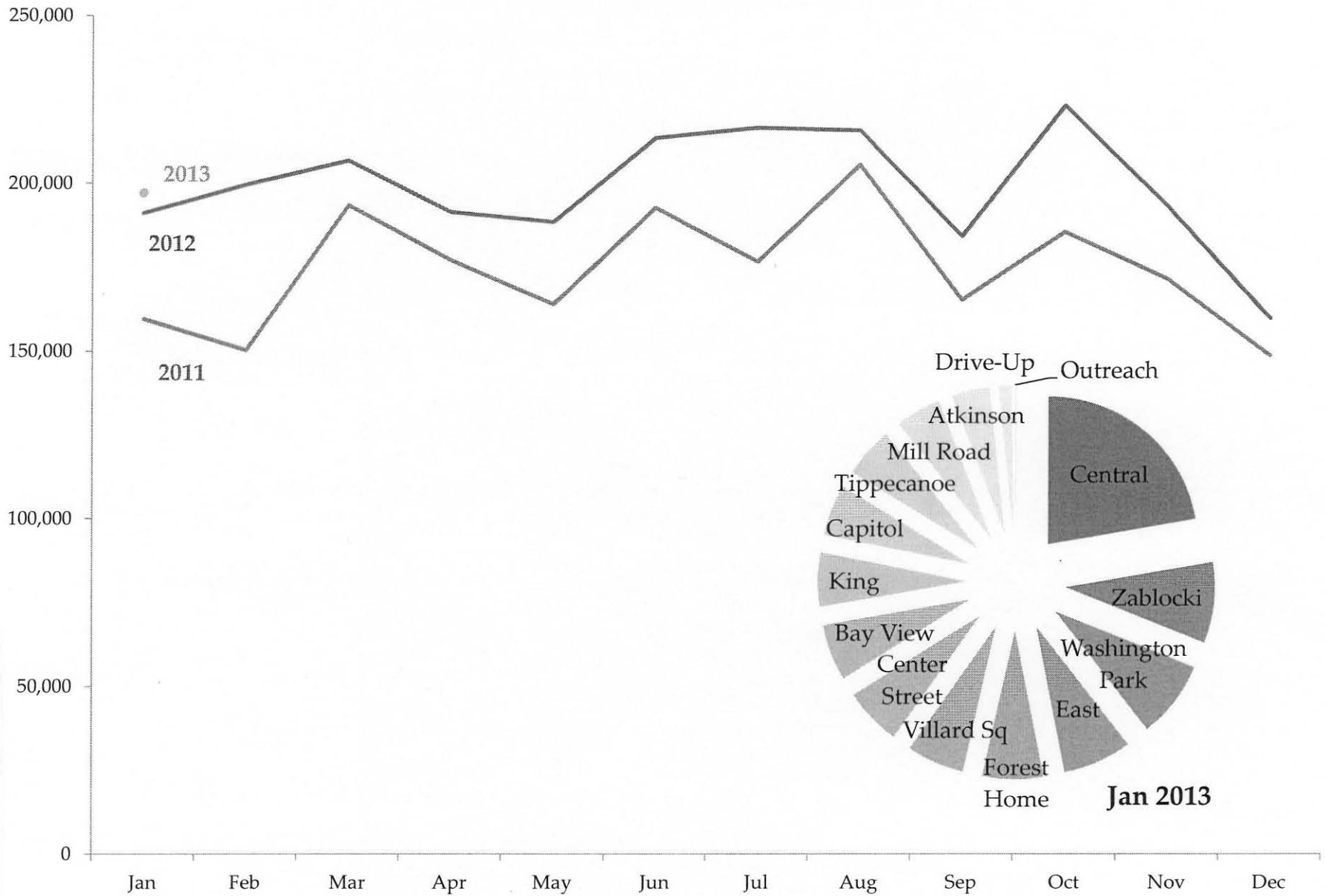
Happy Birthday Dr. Seuss. Milwaukee Public Library, along with countless other libraries and schools, celebrated what would have been the 109th birthday of Dr. Seuss on March 2. Approximately 1,000 children, parents and grandparents came to the Central Library for the birthday party, which included music, stories, art projects, cookie decorating, live turtles, and more.

Every year the staff in the children's room comes up with a new idea to celebrate and this year they out did themselves with two new activities. One was a 'Fox in Socks' matching station where the youngest children were invited to match socks on a clothes line. MPL's early literacy education specialist, Mary Madigan, was on hand to explain to parents how this simple activity can be a playful way to enrich children's vocabulary and introduce concepts of big and small, same and different, colors, and pattern recognition. These skills are an important foundation to becoming a reader.

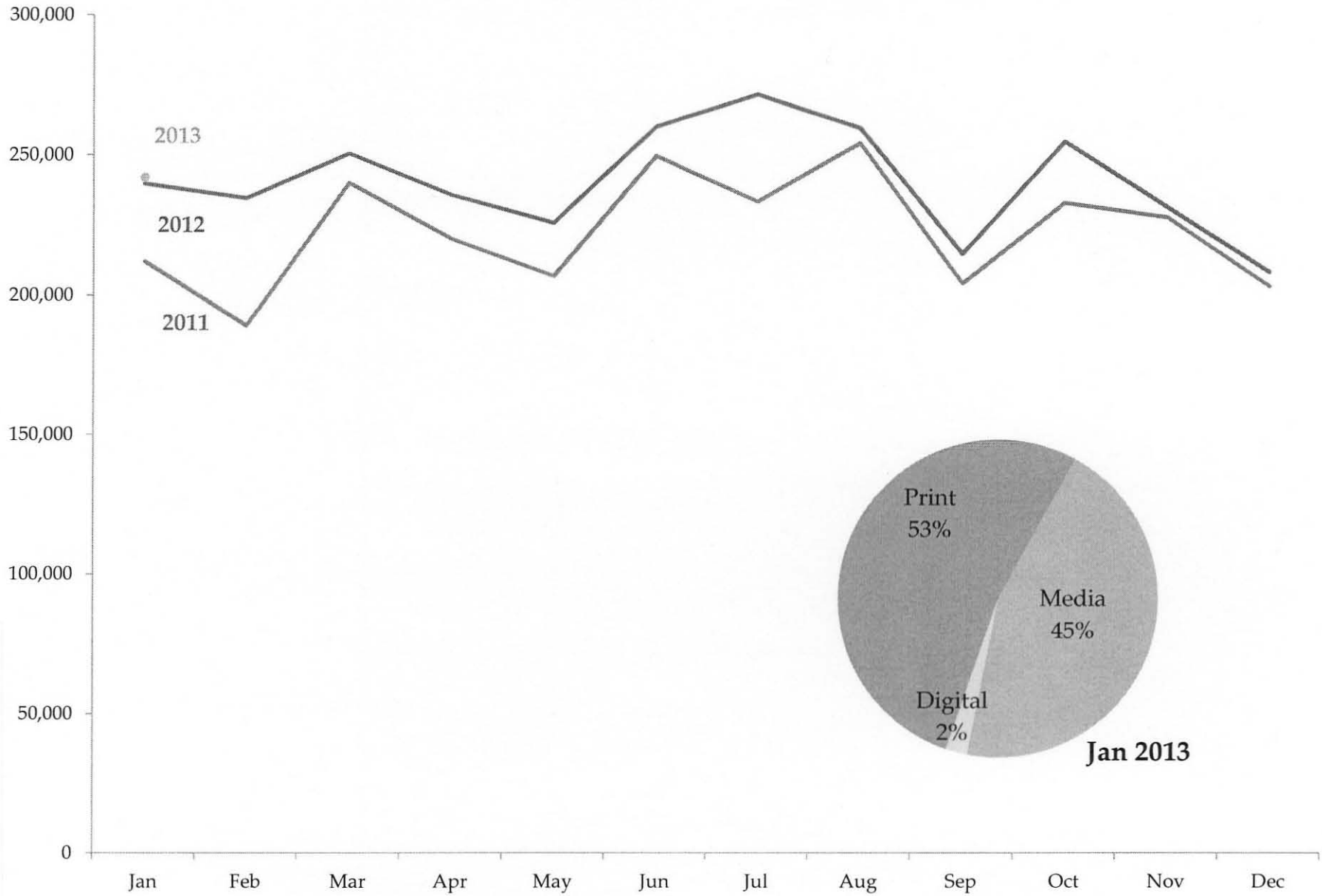
The other addition was an Onomatopoeia Poetry Writing Workshop where tween-aged children (ages 8 – 12) had the opportunity to write some poetic verse that popped, banged and boomed! Here's just one of them: As the Wind scurried and rustles out with a booming loud voice yelled, "Lion come out!" With a yawn and a scratch and an angry moan, the Lion said, "Come now, wind won't leave me alone. I have a tight schedule of sleeping and snore. Then when I'm done, I'll have feasting galore." The Wind was so angry he blew up a storm which surprisingly to the Lion was really quite warm. Whoosh! Bing! Zap! Kapow! Oh the old Lion was really up now. With an open of eyes and a raise of the brow, the poor Lion was in for it now. The Wind's body was lanky yet stiff then the wind blew Lion off a mountain. Now what happened to the lion? So poor oh so sad that Lion was no more.— by Awesome Herring.

The celebrations continued over the next several weeks in the neighborhood libraries with stories and magic. The library is grateful to the Penworthy Company for sponsoring these and many other children's programs.

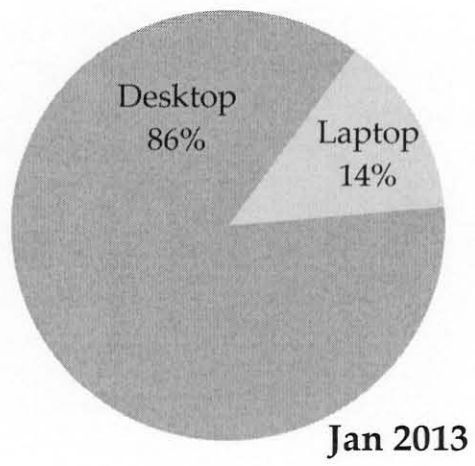
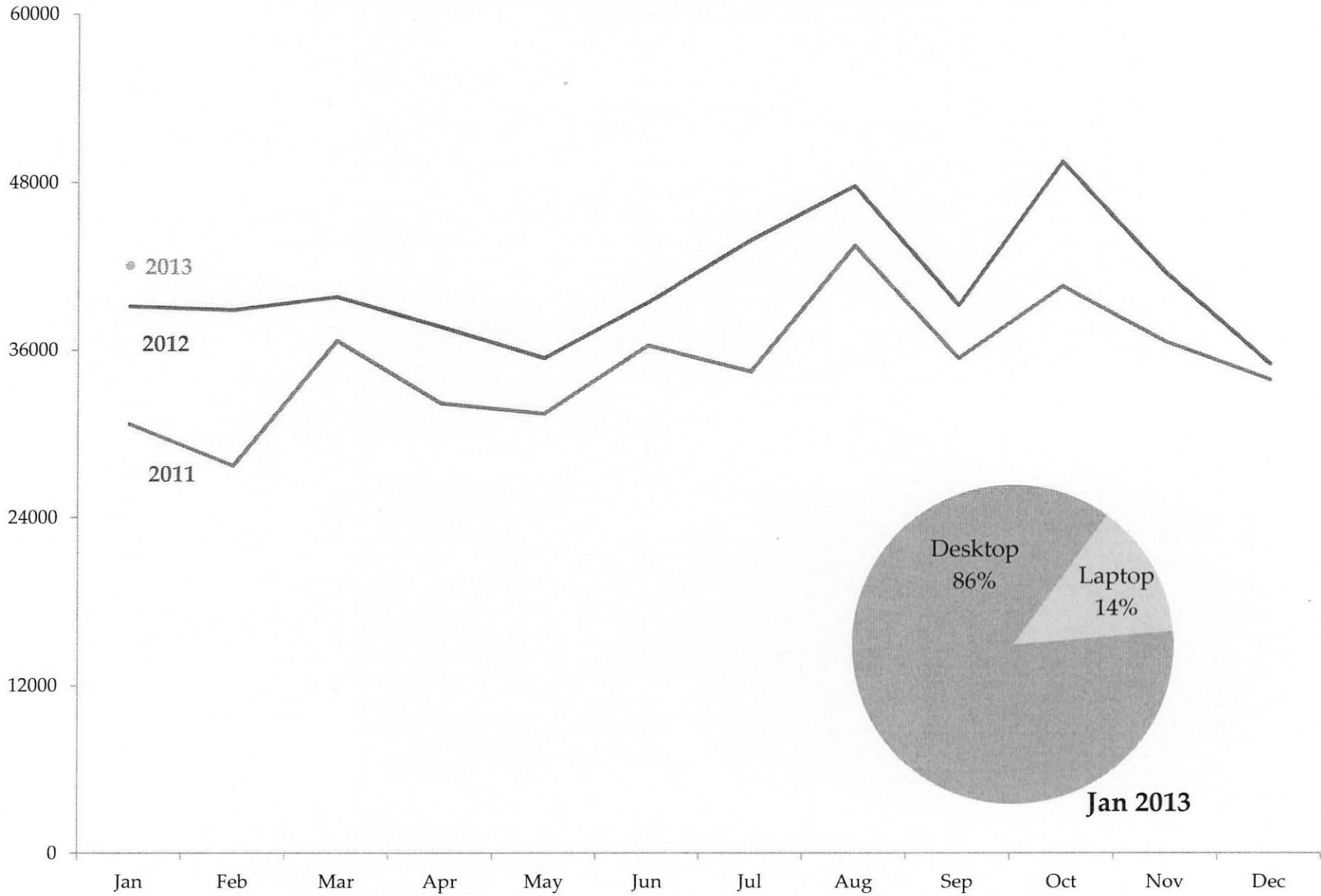
Milwaukee Public Library Visits



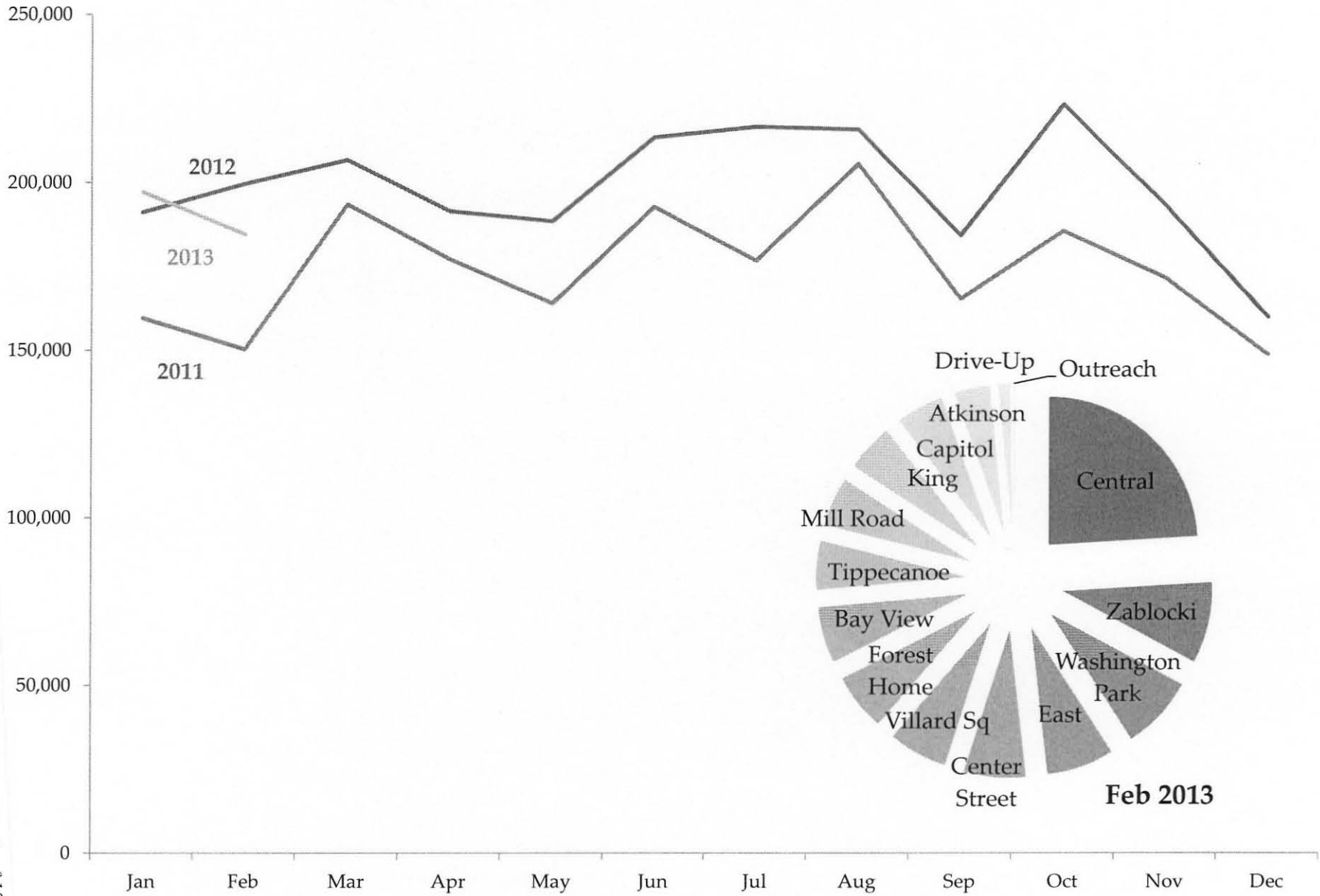
Milwaukee Public Library Circulation



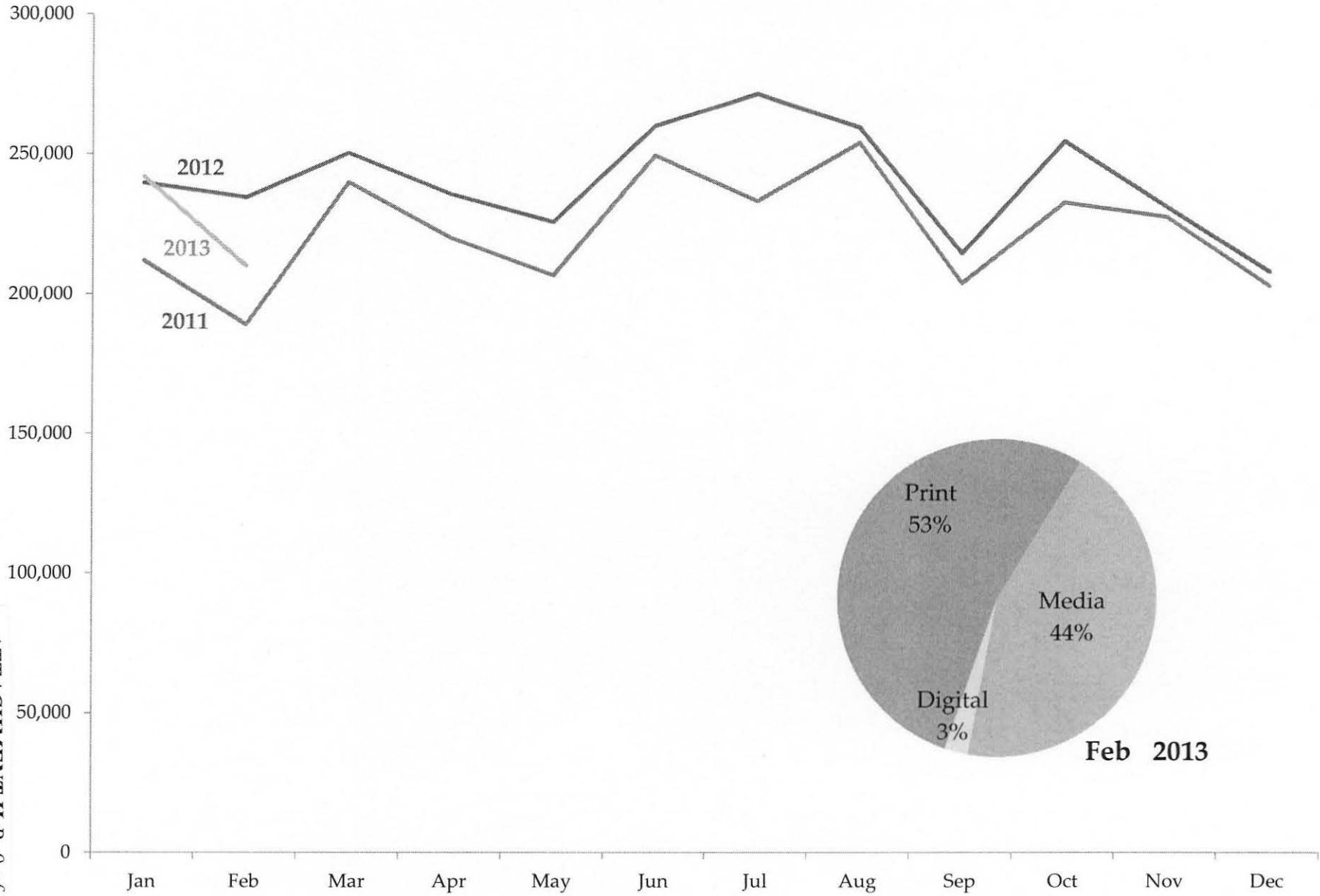
Milwaukee Public Library Hours of Computer Usage



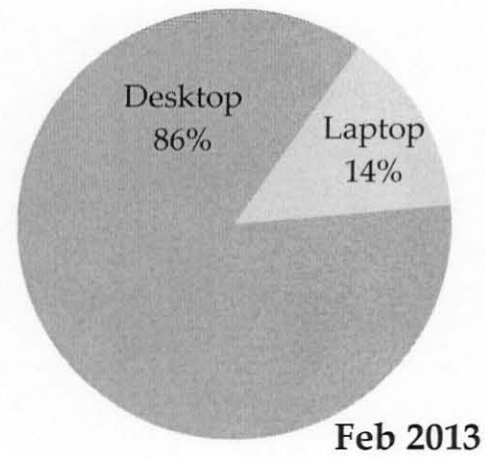
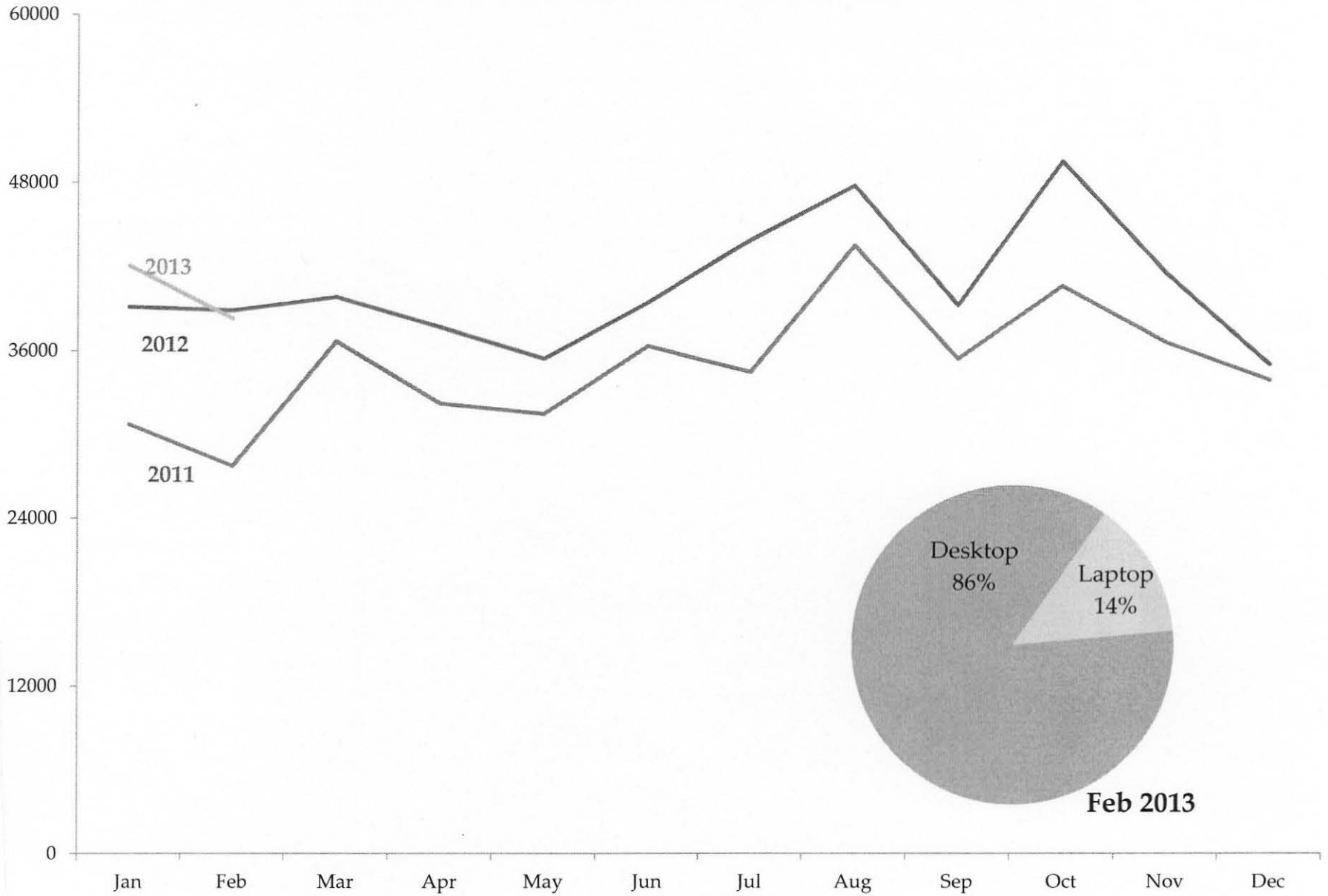
Milwaukee Public Library Visits



Milwaukee Public Library Circulation



Milwaukee Public Library Hours of Computer Usage



Milwaukee Public Library
Computer, Internet, and Electronic Statistics
January, 2013

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
	96,310	92,675	3.9%	96,310	92,675	3.9%

Database Hits						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	5,269	6,016	-12.4%	5,269	6,016	-12.4%
	31.9% In-library 68.1% Remote	28% In-library 72% Remote		31.9% In-library 68.1% Remote	28% In-library 72% Remote	

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	3,834	1,439	166.4%	3,834	1,439	166.4%
Audiobooks, music, video	1,573	1,035	52.0%	1,573	1,035	52.0%

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
	2,644	n/a	-	2,644	n/a	-

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
	42,417	40,326	5.2%	42,417	40,326	5.2%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	13,078	11,635	12.4%	13,078	11,635	12.4%
Atkinson	748	741	0.9%	748	741	0.9%
Bay View	3,134	2,755	13.8%	3,134	2,755	13.8%
Capitol	2,517	2,415	4.2%	2,517	2,415	4.2%
Center Street	957	905	5.8%	957	905	5.8%
East	2,485	2,551	-2.6%	2,485	2,551	-2.6%
Forest Home	816	808	1.0%	816	808	1.0%
Martin Luther King	742	820	-9.5%	742	820	-9.5%
Mill Road	1,054	1,184	-11.0%	1,054	1,184	-11.0%
Tippecanoe	1,522	1,565	-2.8%	1,522	1,565	-2.8%
Villard Square	782	976	-19.9%	782	976	-19.9%
Washington Park	989	1,054	-6.2%	989	1,054	-6.2%
Zablocki	1,998	2,172	-8.0%	1,998	2,172	-8.0%
YCOS--Outreach	391	376	4.0%	391	376	4.0%
TOTAL	31,213	29,957	4.2%	31,213	29,957	4.2%

Milwaukee Public Library
Computer, Internet, and Electronic Statistics
February, 2013

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
	84,366	85,833	-1.7%	180,676	178,508	1.2%

Database Hits						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	4,875	6,032	-19.2%	10,144	12,048	-15.8%
	33.5% In-library 66.5% Remote	33% In-library 67% Remote		32.6% In-library 67.4% Remote	30.7% In-library 69.3% Remote	

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	3,579	1,310	173.2%	7,413	2,749	169.7%
Audiobooks, Music & Videos	1,451	966	50.2%	3,024	2,001	51.1%

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
	2,245	n/a	-	4,889	n/a	-

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
	38,189	39,346	-2.9%	80,606	79,672	1.2%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	11,196	11,401	-1.8%	24,274	23,036	5.4%
Atkinson	633	576	9.9%	1,381	1,317	4.9%
Bay View	2,716	2,752	-1.3%	5,850	5,507	6.2%
Capitol	2,233	2,256	-1.0%	4,750	4,671	1.7%
Center Street	851	898	-5.2%	1,808	1,803	0.3%
East	2,052	2,576	-20.3%	4,537	5,127	-11.5%
Forest Home	765	802	-4.6%	1,581	1,610	-1.8%
Martin Luther King	674	826	-18.4%	1,416	1,646	-14.0%
Mill Road	825	1,057	-22.0%	1,879	2,241	-16.2%
Tippecanoe	1,233	1,396	-11.7%	2,755	2,961	-7.0%
Villard Square	740	815	-9.2%	1,522	1,791	-15.0%
Washington Park	901	936	-3.7%	1,890	1,990	-5.0%
Zablocki	1,900	1,864	1.9%	3,898	4,036	-3.4%
YCOS--Outreach	299	323	-7.4%	690	699	-1.3%
TOTAL	27,018	28,478	-5.1%	58,231	58,435	-0.4%