

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Wednesday March 19, 2008
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Sharon Cook, John Gurda, Art Harrington, Joan Prince, David Riemer,
Kathy Williams, Ald. Terry Witkowski and Paula Kiely

EXCUSED: Ald. Mike D'Amato, Sup. Dan Devine, Ald. Ashanti Hamilton,
Charlene Hardin, Marty Schreiber

STAFF Meg Diaz, Bruce Gay, Kelly Hughbanks, Joan Johnson,
PRESENT: Sue Knorr, Dawn Lauber, Sandra Melcher, Mary Milinkovich,
Sandy Rusch Walton, Taj Schoening, Dagon Smith, Crystal Sura,
Paul Wilant, Judy Zemke

OTHERS Amy Hefter, Legislative Reference Bureau
PRESENT: Eric Pearson, Budget and Management

President Joan Prince called the meeting of the Milwaukee Public Library Board of Trustees to order at 8:20 a.m. on March 19, 2008 with a quorum present at 8:27 a.m. Trustee Cook left at 8:50 a.m. and Trustee Harrington left at 9:30 a.m.

Agenda items were taken out of order; however, these minutes are presented in numerical sequence.

PUBLIC COMMENT None.

Library Director Paula Kiely introduced interim library budget analyst Eric Pearson who replaces Joe' Mar Hooper. Dagon Smith, Library Circulation Assistant, assigned to the Circulation Department at Central was also introduced.

APPROVAL OF MINUTES Trustee Harrington moved and Trustee Gurda seconded a motion to approve the February 20, 2008 meeting minutes, shown as attachment A of the agenda packet.

Motion passed.

OLD BUSINESS

1. **Media Holds Task Force Meeting.** Director Paula Kiely distributed an Interloan Task Force Progress Report dated March 11, 2008. Ms. Kiely reminded the Board that at the January 17, 2008 meeting they suggested a working group be formed of Milwaukee and suburban representatives, to address the commitment to regional cooperation and discuss a recommended specific loan-rule policy. The Milwaukee County Federated Library System (MCFLS) Board agreed and President Paul Ziehler

1. **Media Holds Task Force Meeting.** (continued)
appointed a task force. The Task Force met twice and has reached consensus on three ideas that may help to mitigate some of holds issues: lower maximum holds to 20 items for all libraries; Adult/YA/Children Music CDs and Adult/YA/Children entertainment VHSs interloanable/holdable for all libraries; and Adult/YA/Children entertainment DVDs not interloanable/holdable for ALL libraries, as noted in the report. Vice-president Riemer asked if MCFLS provided the library with the technical assistance to change the item-type codes in CountyCat. Ms. Kiely replied that the item-type codes were not part of the discussion. Vice-president Riemer responded that he would like to see the item codes changed as requested by MPL so the patrons are not allowed to hold the media items that are no longer holdable due to the change of policy. Trustee Gurda moved to approve the Interloan Task Force recommendation as a compromise allowing functional autonomy. Trustee Harrington amended the motion adding that approval is subject to everyone else (the suburban library boards) agreeing to this. The Interloan Task Force Progress Report is attached at the end of these minutes.

Motion passed.

2. **Statement Concerning Public Library System Effectiveness.** Due to a lack of a quorum at the February 20, 2008 regular Board meeting, no action was taken on this item and it is placed on the agenda for consideration at this time. Ms. Kiely explained that the Department of Public Instruction (DPI), Division for Libraries, Technology, and Community Learning requires MPL to give an evaluation of the MCFLS for 2007. The Library Board must approve a statement indicating that the public library system either did or did not provide effective leadership and adequately meet the needs of the library and provide an explanation of the board's response. There is no immediate deadline for filing this statement. President Prince stated that the media holds discussion may effect the decision. An indication that there is an issue with the leadership would be if the media item types are not recoded as requested by MPL. Vice-President Riemer concurred, adding that expectations of an effective, neutral, negotiating leadership have not been met. A leadership that understands legitimate, bona fide concerns of the library system members and works toward communication and compromise would be considered effective leadership. Vice President Riemer suggested holding this item over. Trustee Williams agreed. By consensus of the Board, this agenda item will be revisited at the regular Board meeting on April 16, 2008.

No action was taken.

3. **Facilities Planning Update.** Ms. Kiely distributed a final report titled Rethinking Library Facilities for the 21st Century: Big Ideas to Strengthen the Milwaukee Public Library. The report consists of recommendations from the Milwaukee Public Library Facilities Visioning Group. Ms. Kiely reported on the successful all-staff meeting that was held on February 29 in Centennial Hall. About 300 staff members met to discuss and provide feedback concerning the four big ideas devised by the Visioning Group that represent substantial innovations in library facilities. Mayor Barrett

3. **Facilities Planning Update.** (continued)
welcomed the group and thanked the staff for all the work they do. After a briefing on the facilities planning process, thirty different groups were given one big idea to focus on. The following questions were asked: what excites you; what concerns you; and what would it take for this idea to be successful? The staff recommendations, along with the visioning group's ideas, the information from the focus groups, phone survey, and demographics report will be used to develop a comprehensive facilities plan. The Board Building and Development Committee will meet to review plans submitted by library administration and recommendations will be presented to the full Board. Ms. Kiely stated that the MPL Strategic Plan notes that the MPL Facilities Plan be submitted to the Mayor by the spring of 2008. Trustee Harrington asked if the Rethinking Library Facilities report would be shared with the MPL Foundation. President Prince stated that the final MPL Facilities Plan will be a public document.
Informational item.
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NEW BUSINESS

4. **2009 Budget Outlook.** Ms. Kiely commented that the state budget created some uncertainties for the city over the last couple of months. In February, library administration received a memo from City Budget Director Mark Nicolini, noting that careful consideration must be taken before requesting to fill a position immediately. A briefing at a recent cabinet meeting indicated that the 2009 budget will be challenging. The library will receive its 2009 budget allocation and direction later this week. Requested budget will be due in May. Mr. Nicolini will provide more substantial information after the departments' requests are submitted. The library will need to look at some cost-saving measures to be fiscally responsible.
Informational item.
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5. **Security.** Director of Neighborhood Libraries Sandra Melcher and Coordinator of Circulation and Security Sue Knorr reported that neighborhood and Central libraries security incidents have stabilized this past year. Ms. Melcher stated that continued efforts have been made to provide staff with training sessions to ensure library policies and procedures on the handling of security incidents are enforced in a consistent manner. Each branch manager was given a security training handbook and has been encouraged to take a proactive approach in prevention. Also, the Milwaukee Police Department has been active and present throughout the system. Ms. Knorr updated the Board on the legislation of security cameras in libraries – an act was passed that allowed libraries to share videos with police in appropriate situations. No new initiatives, equipment or policy changes are planned but the library continues to investigate the RFID system which would improve the security of materials. The 2008 budget includes an auxiliary position for a library security manager. The city budget office is trying to find funding for this position which would allow Ms. Knorr to devote more time to customer service and circulation issues. Trustee Witkowski suggested a letter be sent to the police chief complimenting the department on their positive interaction with the libraries throughout the city. President Prince will send the letter on behalf of the Board.
Informational item.
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6. **MPL Foundation Activities.** MPL Foundation Director Meg Diaz highlighted a successful meeting of the three MPL boards that allowed an informal networking opportunity to share work, success and support of the library. Mayor Barrett also attended.

The Friends of the Milwaukee Public Library will host the Literary Luncheon at the Wisconsin Club on Monday May 19 featuring Louise Eldrich. Ms. Eldrich will read from her newest book, The Plague of Doves.

A \$38,000 grant was received from the Faye McBeath Foundation to support summer reading.

The Greater Milwaukee Foundation and the Wisconsin Energy Foundation are scheduled to meet with the library director next month to continue to build on relationships and showcase how the library serves the community.

The Foundation currently has pending requests, under review, totaling \$161,000.

The Friends of the Library are anticipating new programs and events to raise Friends Membership opportunities and bring more people into the library. A summer author / poet reading is being proposed. It will be an invitation event, with the encouragement to bring a friend. The belief is that once you walk through the library's doors, you will return.

Informational item.

ADMINIATRATION REPORTS

7. **Personnel Actions.** Personnel actions, attachment B, page 12 of the agenda, were presented and reviewed. Ms. Kiely noted the temporary appointment of recently retired librarian Cindy Wagner assigned to Mill Road library and highlighted the appointment of Ben Hurley, the son of librarian Kathleen Vandenboom-Hurley.

Informational item.

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8. **Financial Report.** After general review, the investment activity listed below was noted for the record:

U. S. Bank Certificate of Deposit #266049289 dated 12/05/07 and maturing 01/04/08 at a rate of 4.36%.....\$125,000.

U. S. Bank Certificate of Deposit #338070031 dated 2/04/08 and maturing 03/05/08 at a rate of 2.75%.....\$200,000.

Trustee Riemer questioned the presentation of the financial report. Ms. Kiely will review the report and find a clear way to present the information.

Informational item

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9. **Library Director's Report.** The Library Director's Report, attachment D, page 15 of the agenda was presented. Ms. Kiely announced the 2008-2009 Milwaukee Poet Laureate, Ms. Susan Firer. Ms. Firer is the fifth poet laureate, replacing Peggy Hong.

9. **Library Director's Report.** (continued)

The Big Read project has proven to be very successful from contests to book discussions. MPL received a lot of positive media coverage. It is the library's intention to apply for another grant from the National Endowment for the Arts.

The last two Branching Out programs will be held this spring: Molly Peacock on Edna St. Vincent Millay, April 3 with Susan Firer introducing; and Martin Espada on Pablo Neruda, May 1.

The circulation, patron and electronic statistical reports were reviewed. The circulation is slightly down from last year. Weather and the media holds policy change may be contributing factors. Patron count is up and may be the result of patrons coming in more often for media items. Computer use has increased although it varies from library to library.

Informational item.

ADDITIONAL NEW BUSINESS. None.

With no further business, the Milwaukee Public Library Board of Trustees meeting of March 19, 2008 was adjourned at 9:32 a.m.
