

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Thursday September 23, 2010
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Ald. Milele Coggs, Ald. Ashanti Hamilton, Art Harrington, Ald. Nik Kovac, Sup. Theo Lipscomb, Joan Prince, Dir. Bruce Thompson, Paula Kiely

EXCUSED: Sharon Cook, John Gurda, David Riemer, Marty Schreiber, Gretchen Schuldt

STAFF: Chris Arkenberg, Meg Diaz, Bruce Gay, Joan Johnson, Dawn Lauber, Kathryn Mlsna, Sandy Rusch Walton, Taj Schoening, Crystal Sura, Toni Vanderboom

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Eric Pearson, Budget Division
Bill Robison, Engberg Anderson
Sarah Ponto, Engberg Anderson

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 2:05 p.m. on September 23, 2010 with a quorum attained at 2:15 p.m. Trustee Harrington left the meeting at 2:25 p.m. at which time a quorum was lost. All action items were voted on with a quorum present. Trustee Kovac left at 3:00 p.m. and Trustee Coggs left at 3:30 p.m.

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

PUBLIC COMMENT None.

APPROVAL OF MINUTES Trustee Lipscomb moved and Trustee Prince seconded a motion to approve the July 22, 2010 minutes.

COMMITTEE REPORTS

1. **MPL Building & Development Committee.** In the absence of Committee Chair Gurda, Trustee Lipscomb reported out from the September 1, 2010 meeting. Trustee Lipscomb referred to the meeting minutes, attachment B, page 16 of the agenda, highlighting the discussion on the possible purchase of a book vending machine for the new Villard Avenue Library.

Trustee Lipscomb stated that the Committee approved, for recommendation to the full Board, a partnership with the Milwaukee Public Library Foundation Board to raise up to \$200,000 for enhancements to the new Villard Avenue Library that would otherwise not be covered by City funds. Director Kiely added that donors would be recognized with a centralized display or at a specific area if a significant donation was made. She added that it is the Library Board's responsibility to approve how donor acknowledgment will be presented in the library buildings. Trustee Lipscomb moved and Trustee Harrington

1. **MPL Building & Development Committee.** (continued)

seconded a motion to approve donor recognition as recommended by the Committee. Motion passed.

Central Library painting bids came in at half the expected expense and the Committee ratified the contract award to the low bidder, Thomas A. Mason Co., Inc., for a total of \$228,550.

Bid proposals have been received for the Central Library Air Handling Unit #11 replacement. Library administration recommends awarding the contract to the low bidder Arteaga Construction, Inc. for a total of \$87,750 as listed in the memo dated September 9, 2010, attachment B, page 27 of the agenda. Trustee Lipscomb moved approval to award the contract to Arteaga Construction, Inc. Trustee Harrington seconded the motion. Motion passed.

Trustee Harrington asked about the disposition of the current Villard Avenue Library site and suggested that the discussion should take place at the next Board meeting. Director Kiely responded that the Department of City Development has received calls of interest for the building. Trustee Harrington suggested that an educational component at that site may be beneficial to the community and support the library's mission. President Hamilton asked the Building and Development Committee to discuss this topic before it comes to the full Board.

OLD BUSINESS

2. **Villard Avenue Library Project.** Mr. Bill Robison, from Engberg Anderson, Inc., presented an updated design of the new Villard Avenue Library. He explained that design changes to the canopy extend it past the entrance to the parking lot and around the building providing complete protection from rain or snow. The primary signage for the building will be on Villard Avenue. The library will be named the Milwaukee Public Library @ Villard Square which will brand the Milwaukee Public Library as one library with multiple locations. Ms. Sarah Ponto, interior designer for the project, presented samples of fabrics and finishes that will be used throughout the library. Trustee Harrington asked if there were any high-energy efficiency features in the design of the building. Mr. Robison responded that the envelope of the building is constructed by Gorman and Company using high performance low E coated glass and sun shades on the south face. Within the space itself, Engberg Anderson is specifying recycled content and other green materials, radiant in-floor heating system, efficient HVAC equipment and high efficiency lighting with controls that adjust output, based on actual light levels. Focus on Energy grants are being pursued. Trustee Harrington suggested signage to acknowledge the City's attempt for green efficiency. Director Kiely thanked Engberg Anderson for their cooperation with Library Administration throughout the design phase of the Villard Square project. Informational item.

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3. **Milwaukee County Genealogical Society Communication.** A letter of thanks for the Board approved resolution, listed as attachment C, page 29 of the agenda, was shared. Informational item.
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NEW BUSINESS

4. **2011 Budget.** Director Kiely distributed the MPL Year 2011 Proposed Budget Overview, attached at the end of these minutes. The total proposed library budget of \$22,265,743 for 2011 is an increase of 11% over 2010, including fringe benefits. If passed, an additional four librarians will allow for four libraries to be open an additional ten hours. The materials budget will increase by approximately \$58,000. The proposed library capital budget is less than requested due to new estimates on the cost of an area library. The estimates were significantly higher than first projected and a new cost benefit analysis will be completed by the budget office in order to move forward with the library's facility plan. Director Kiely added that the library's 2011 proposed budget does meet the statutory requirement, Maintenance of Effort. Director Kiely distributed City Budget Materials Allocation - Percent of Budget (1994 to 2011 Proposed) and 2010 MPL Circulation by Week, attached at the end of these minutes. The documents were reviewed. After a brief discussion, the Board agreed that the 2011 proposed budget is positive but the goal remains to have increased hours at all library locations. Director Kiely stated that the joint public hearing on the budget will be held on October 11, 2010 at 6:30 p.m. in the Common Council chambers. Informational item.

5. **Community Meeting at East Library.** Discussions continue regarding the East Library. In spring, the Board decided that a request for proposal would be the best process to identify interested developers to rebuild the East Library within a larger mixed-use building. Trustee Kovac, Alderman of East's district, has scheduled a Community Meeting on October 13, 2010 at East Library, at 5:30 p.m. The meeting will allow patrons to hear about possible plans for the library and provide the opportunity to express their concerns. Board members will be available to answer questions. Informational item.

6. **Stimulus Funding for Computer Centers.** Director Kiely referred to the memo dated September 14, 2010 Public Laptop Program/Stimulus Funding, attachment D, page 29 of the agenda. The memo was reviewed. Milwaukee Public Library will receive \$1.4 million to add 240 laptops, six full-time equivalent staff for three years to provide computer training at six libraries, and an upgraded wireless infrastructure throughout the library system. Informational item.

7. **Urban Libraries Council (ULC).** Trustee Prince stated that she sits on the Urban Libraries Council Board and also serves on their Executive Committee. The ULC is a member association of North America's leading public libraries. Trustee Prince is co-chair of the Trustees Engagement Task Force which is recognizing ways that Library Trustees can be advocates and innovators for their libraries. Trustee Prince will share the ULC newsletters with the Board. Informational item.

8. **Foundation Report.** MPL Foundation Executive Director Meg Diaz reminded the Board that the 2010 Benjamin Franklin Awards Celebration is scheduled for October 28, 2010. The Foundation is very excited to be honoring the Richard and Ethel Herzfeld Foundation

8. **Foundation Report.** (continued)

and Mr. Gale Klappa, CEO of Wisconsin Energy Corporation. Both have been champions of the library's early childhood literacy and summer reading programs. Ms. Diaz distributed a document titled Villard Avenue Library Potential Areas for Private Support, attached to the end of these minutes. The list of suggested enhancements to the original library design was presented to the MPL Foundation Board on September 22, 2010. The Foundation Board issued a challenge to the Foundation to raise \$100,000 for Villard Avenue Library enhancements. With that, the Foundation Board will release matching Foundation funds totaling \$100,000. Ms. Diaz noted that the Foundation Board was energized by a presentation from Director Kiely as well as comments from Trustee Harrington regarding the project. Informational item.

ADMINISTRATIVE REPORTS

9. **Personnel Actions.** Library administration reports the personnel activity for July and August. Director Kiely noted that a librarian recruitment plan is being established to hire four new librarians by the start of the increased hours in 2011. Informational item

10. **Financial Report.** The financial report for July and August 2010 are presented.

Library administration reports the financial activity for the month:

U. S. Bancorp Commercial Paper #362078105 (rated A1/P1/F1+) dated 07/06/10 and maturing 08/05/10 at a rate of 0.20%..... \$310,000.

U. S. Bancorp Commercial Paper #552006946 (rated A1/P1/F1+) dated 08/06/10 and maturing 09/03/10 at a rate of 0.13%..... \$315,000.

11. **Library Director's Reports.** Director Kiely highlighted the library's participation in the City's annual Combined Giving Campaign as noted in the Director's Reports, attachment G, page 35 of the agenda. Director Kiely thanked this year's co-chairs Mandy Tuthill and Christine Murphy. Thanks were also given to Danielle and Thomas Rodriguez for their planning the scavenger hunt which also raises funds for Combined Giving.

The statistical reports were July and August were reviewed and summarized. The drop in circulation of items and patron count reflects the reduction in open hours. Hours were not reduced at the Center Street Library and the reports show an increase in both circulation and patron visits.

With no further business, the Milwaukee Public Library Board of Trustees meeting of September 23, 2010 was adjourned at 3:15 p.m.
