

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday January 25, 2011
Central Library Meeting Room 1
814 W. Wisconsin Ave.
Milwaukee, WI 53233**

PRESENT: Ald. Milele Coggs, Sharon Cook, John Gurda, Ald. Ashanti Hamilton, Art Harrington, Ald. Nik Kovac, Sup. Theo Lipscomb, Joan Prince, David Riemer, Gretchen Schuldt, Paula Kiely

EXCUSED: Marty Schreiber, Bruce Thompson

STAFF: Chris Arkenberg, Meg Diaz, Bruce Gay, Joan Johnson, Dawn Lauber, Bill Lenski, Sandy Rusch Walton, Taj Schoening, Crystal Sura

OTHERS Amy Hefter, Legislative Reference Bureau
PRESENT: Eric Pearson, Budget Division
Leslie Silletti, Mayor's Office

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:40 p.m. on January 25, 2011 with a quorum present and maintained throughout the meeting. Trustee Riemer left at 5:00 p.m., Trustee Gurda left at 5:30 p.m., Trustee Harrington left at 5:50 p.m.

PUBLIC COMMENT Library patron Ms. Mary Fertel Rust expressed her opinion on several library matters and asked that the Board consider minority views on providing public service. She stated her concerns on selling and discarding books; mixed-use library facilities; and, unnecessary renovations.

APPROVAL OF MINUTES Trustee Riemer moved and Trustee Schuldt seconded a motion to approve the November 18, 2010 minutes.

COMMITTEE REPORTS

1. **Finance and Personnel Committee**. Chair Theo Lipscomb reported that at the Finance and Personnel Committee held earlier, the members reviewed and accepted the MPL Trust Fund Performance report as presented by the JP Morgan investment manager. The internal accounting quarterly report was provided without incident. The MPL Trust Fund Expenditures 2010 report on the use of the funds for programming, marketing, contingency and staff training was reviewed and accepted. The Finance & Personnel Committee agenda and minutes from the January 25, 2011 meeting are attached at the end of these minutes. The Finance and Personnel Committee report was accepted by the MPL Board of Trustees. Informational item.
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2. **MPL Executive Committee.** President Ashanti Hamilton asked Director Kiely to summarize the December 8, 2010 Executive Committee meeting. Director Kiely referred to the meeting agenda and minutes, attachment B, page 13 of the agenda. The MPL 2010 Accomplishments list was briefly reviewed. A document titled 2011 Projects was distributed. Major projects and improvements to operations and services for the year have been prioritized. Major projects include the new Villard Square Branch, completion of the RFID program, the Laptop initiative and the new East Library development. The library's administrative team will update a project planning and report form and staff will be updated with project progress reports regularly. The report was accepted by the MPL Board of Trustees. The 2011 Projects document is attached at the end of these minutes. Informational item.
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3. **Library Building & Development Committee.** Chair John Gurda summarized the Building and Development Committee meeting held on January 6, 2011. He referred to the committee meeting agenda and minutes, attachment C, page 14 of the agenda. The first item discussed was the Villard Square build-out contract for construction. The bid proposals received were listed on a memo dated December 23, 2010, attachment C, page 15 of the agenda. Trustee Gurda moved that the contract be awarded to Arteaga Construction, Inc., for the base bid of \$1,537,000, as recommended by the Building & Development Committee. Trustee Lipscomb seconded the motion. The shell of the library is expected to be available in March 2011. Motion passed.
- The Building and Development Committee also agreed to meet monthly throughout the duration of the Villard Square project. Informational item.
- A Capital Projects Status Report was reviewed. A new major project will be building the new East Library as a mixed-use development. Director Kiely added that MPL is working with the Department of City Development on the request for proposal process for the East Library site. Informational item.
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OLD BUSINESS

4. **Milwaukee County Federated Library System Member Agreement.** Director Kiely distributed the MCFLS Proposed Member Agreement 2012-2013 Summary, dated January 25, 2011 (attached at the end of these minutes). She explained that the current member agreement expires at the end of 2011. The MCFLS Board has been working on a two-year agreement. During a recent discussion with MCFLS Director Jim Gingery, he reported that payments to suburban libraries would increase and payments to MPL cut. Director Kiely summarized the proposal. At the January 10, 2011 MCFLS Board meeting, MCFLS Board President Paul Ziehler reported out of executive session that consensus was reached regarding the 2012-2013 Member Agreement as follows: A total of 64.5% of the total MCFLS State Aid payment received by MCFLS for each year of the 2012-2013 biennium be allocated as follows: 44% for reciprocal borrowing to be distributed to net lenders; 5% for resource contract with MPL; 15.5% (maximum) for the cataloging contract with MPL. The Department of Public Instruction, Division for Libraries, Technology and Community Learning confirmed that payment for reciprocal borrowing is not required nor can a library be compelled to sign an agreement that includes reciprocal borrowing payments. Director

4. **Milwaukee County Federated Library System Member Agreement.** (continued)
Kiely explained that reciprocal borrowing payments are based on netting, so a library that provides the most materials to another library in the system is paid a portion of the 44% allocation and others that provide the service but at a lesser degree are not paid. Trustee Schuldt asked if the agreement affects MPL's Maintenance of Effort which is a State Statute condition of library system membership. Director Kiely replied that she was unclear as to whether the reduction in funding would put MPL out of compliance. Discussion ensued. Trustee Cook moved and Trustee Gurda seconded a motion that the MPL Board President send a letter to the MCFLS Board President expressing strong disagreement for the proposed MCFLS member agreement and also providing information as was presented to the MPL Board by the Director Kiely. The next MCFLS Board meeting is scheduled for February 21, 2011. Motion passed.
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ADMINISTRATIVE REPORTS

5. **Personnel Actions.** Library administration reports the personnel activity for November and December. Director Kiely noted the reclassification of Library Services Assistant to Neighborhood Library Services Assistant. After consideration, the Department of Employee Relations concluded that this position which provides both reference service and supervises circulation staff, should be re-classed at a higher salary. Director Kiely also noted that thirty-six MPL employees (about 10% of the total staff) have retired in the last year. The loss of expertise and institutional knowledge is apparent, but fine people are being newly hired. Informational item
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6. **Financial Report.** The financial report for November 2010 was presented. Director Kiely highlighted \$208,000 in grant money received for the Teacher in the Library program. The program allows certified teachers in five libraries after school serving 30-40 children per day.

Library administration reports the financial activity for the month:

U. S. Bancorp Commercial Paper #552008247 (rated A1/P1/F1+) dated 11/03/10 and maturing 12/03/10 at a rate of 0.16%.....\$308,000.

7. **Library Director's Reports.** Library Night at Boswell Book Company and Fill the Shelves, a partnership between the book store, the Gingrass Gallery, and MPL were successful events with the library receiving over 100 donated books for the collection. Librarian Heather Smith participated in the Project Homeless Connect resource fair, providing information on library services to attendees. The statistical reports were reviewed. Director Kiely stated that the decrease in materials circulation for 2010 was 11%. The patron county has decreased by 15%. The two libraries that did not have a change in hours in 2010, Central and Center Street had slight increases. The Outreach Department has increases due to expanding efforts in the community. The Computer, Internet, and Electronic Statistics for November and December were reviewed. The fourth quarter Computer Use Report was presented. Informational item.
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With no further business, the Milwaukee Public Library Board of Trustees meeting of January 25, 2011 was adjourned at 5:55 p.m.
