

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday October 25, 2011
Villard Square Branch Meeting Room
5190 N. 35th Street
Milwaukee, WI 53209**

PRESENT: Ald. Milele Coggs, Sharon Cook, Ald. Ashanti Hamilton, John Gurda, Sam McGovern-Rowen, Ald. Nik Kovac, Sup. Theo Lipscomb, David Riemer, Dir. Mark Sain, Marty Schreiber, Paula Kiely

EXCUSED: Denise Callaway, Joan Prince

STAFF: Meg Diaz, Bruce Gay, Consuelo Hernandez, Kelly Hughbanks, Joan Johnson, Dawn Lauber, Bill Lenski, Taj Schoening, Crystal Sura, Kirsten Thompson

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Kevin Moloney, JP Morgan
Mary Schuler, JP Morgan

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:37 p.m. on October 25, 2011 with a quorum present. Several trustees left at 5:40 p.m., after reconvening in open session, at which time a quorum was lost. Items were taken out of order; however, these minutes are presented in numerical sequence.

PUBLIC COMMENT None.

President Hamilton introduced Kirsten Thompson, Villard Square Library branch manager. Ms. Thompson welcomed the Board, stating that she became the Villard Avenue branch manager in 2009 and has been working toward the goal of opening the new library since. She added the community is excited to have the new library and staff have been very busy since the grand opening.

APPROVAL OF MINUTES Trustee Gurda moved and Trustee Cook seconded a motion to approve the September 27, 2011 minutes. Motion passed.

SPECIAL COMMUNICATION

1. **Trustee Recognition.** President Hamilton presented a resolution honoring former Board member Art Harrington, thanking him for his twelve years of dedicated service to the Board and the library system. Mr. Harrington then remarked that the Milwaukee Public Library is an important Milwaukee institution and the city leadership support during challenging times is a tribute to the library board and staff. Informational item.
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COMMITTEE REPORTS

2. **Finance and Personnel Committee.** Financial Secretary and Committee Chair Lipscomb made a recommendation to the Board, in the form of a motion, to expend \$76,970 in unrestricted funds and \$15,770 in restricted funds from the Milwaukee Public Library Trust Fund. These funds will be used to support materials purchasing, staff training, programming, marketing and contingency in 2012. The request is 4.5% of the entire Trust Fund which is well below the investment policy objective of an annual distribution of \$200,000. Trustee Riemer seconded the motion. Motion passed. The Finance and Personnel agenda and minutes are attached at the end of these minutes.

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3. **Library Services & Programs Committee.** Chair Cook reported on the Library Services & Programs Committee meeting held on October 5, 2011. They met to hear the ban appeal of Ms. Latonya Cannon, who was banned from all Milwaukee Public Libraries for six months because of her actions at the Central Library on August 17, 2011. Ms. Cannon physically attacked another patron which is in violation of the Code of Conduct policy. The Policy allows for patrons to appeal a library ban of six months or more before the Board's Services & Programs Committee. Trustee Cook referred to the meeting minutes, attachment B, page 15 of the agenda and explained that the Committee concluded Ms. Cannon had taken responsibility for her actions. The Committee recommends amending the ban from six months to four months, through December 17, 2011. Trustee Cook commented that the Committee recognizes the priority of staff and patron safety and also the importance of the library as a resource for the community. Trustee Cook moved and Trustee McGovern-Rowen seconded a motion to reduce the patron's ban from six months to four months. Motion passed. A letter will be sent to Ms. Cannon, notifying her of the Board's decision.

OLD BUSINESS

4. **American Library Association (ALA) Library Bill of Rights.** On the suggestion of Trustee Cook, the adoption of the ALA Bill of Rights will be discussed at the next Library Services and Programs Committee meeting.

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5. **Library Budget Hearing Report.** Director Kiely told the Board that the Library's budget hearing before the Common Council's Finance & Personnel Committee was held on October 20, 2011. The discussion included the impact that technology will have on the future of public libraries. Further discussion was in regard to the East Library redevelopment project and the Teacher in the Library program. Budget amendment days are scheduled for October 27 and October 28. The City of Milwaukee's budget for 2012 will be adopted before November 14, 2011.

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6. **Milwaukee County Federated Library System (MCFLS) Member Agreement.** At the request of President Hamilton, item six and seven of the agenda, were combined for consideration. President Hamilton moved that discussion of the MCFLS Member Agreement and Resource Agreement be done in Executive Session pursuant to Wisconsin

6. **Milwaukee County Federated Library System Member Agreement.** (continued)
Statutes 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll was called and unanimously passed affirmatively. The Board reconvened in open session on a motion made by Trustee Cook and seconded by Trustee Riemer. Unanimously approved. President Hamilton reported there was no action on the two MCFLS agreements. The items will be included in the Board's November 22, 2011 agenda for further discussion and possible action. No action taken.
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7. **Milwaukee County Federated Library System Resource Agreement.** This agenda item was combined with agenda item six for consideration.
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NEW BUSINESS

8. **Trustees 2012 Meeting Schedule.** Due to the lack of a quorum, the Trustees 2012 meeting schedule will be presented for approval at the November 22, 2011 meeting. No action taken.
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9. **Summer Reading Club Report.** Coordinator of Youth Services Kelly Hughbanks referred to attachment E, page 21 of the agenda. Ms. Hughbanks summarized the report highlighting that 20,135 children and teens participated in the program that was held from May 16 through August 31, 2011. This number remains steady in comparison with 2010; however, there was a significant increase of 160% of children reaching the highest level in the program. Due to the consistent Super Reader theme becoming familiar, children registered earlier in the summer. Generous donors provided support for the programs held throughout the library system and community sponsors donated coupon and prizes. Informational item.
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10. **Foundation Report.** MPL Foundation Executive Director Meg Diaz reported that the Foundation is on pace for achieving their goal. A Villard Square Branch donor reception was held recently. The attendees expressed their delight with the new library. The annual Benjamin Franklin Awards Celebration was held on October 20, 2011 at the Pfister Hotel. Approximately 465 guests attended the event which honored author George Will. Final gross proceeds that will support the library will be reported after final tabulations are tallied. Informational item.
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ADMINISTRATIVE REPORTS

11. **Personnel Actions.** Library administration reported the personnel activity for September 2011. Director Kiely highlighted the retirement of Celestino Velasquez, lead bookbinder, serving the library for almost 35 years. Tino is the last bookbinder of the Bindery Department. Presently, there is less demand for bindery work and bindery activities will be outsourced in the future. Informational item.
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12. **Financial Report.** The financial report for September 2011 was presented. Library administration reports the financial activity:
U. S. Bancorp Commercial Paper #338088161 (rated A1/P1/F1+) dated 09/06/11 and maturing 10/06/11 at a rate of 0.12%.....\$576,000.
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13. **Library Director's Reports.** Director Kiely mentioned the East Library development final proposals for a mixed-use development that will include a new library are due on October 26, 2011. The three developers will present their final proposals to the Board's Building and Development Committee and the public on November 9, 2011, at 5:30 p.m. at the East Library. The Committee will make a recommendation to the full Board on November 22, 2011.
- The statistical reports were reviewed. Circulation has increased while patron counts have decreased slightly. The Quarterly Computer Use Report includes laptop computer use in hours for the new laptop program at six libraries. The report also shows the laptops circulated 5,627 times since July. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of October 25, 2011 was adjourned at 6:10 p.m.
