

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday November 22, 2011
Central Library Meeting Room 1
814 W. Wisconsin Ave.
Milwaukee, WI 53233**

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

EXCUSED: Marty Schreiber

STAFF: Bruce Gay, Consuelo Hernandez, Joan Johnson, Dawn Lauber, Taj Schoening, Crystal Sura

OTHERS Department of City Development: Dave Misky, Bunky Miller
Legislative Reference Bureau: Amy Hefter

PRESENT:

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:45 p.m. on November 22, 2011 with a quorum present. Trustees Callaway, Gurda and Sain were excused from the meeting at 6:00 p.m. Items were taken out of order; however, these minutes are presented in numerical sequence.

PUBLIC COMMENT None.

APPROVAL OF MINUTES Trustee Cook moved and Trustee Sain seconded a motion to approve the October 25, 2011 minutes. Motion passed.

COMMITTEE REPORTS

1. **Building and Development Committee.** President Hamilton stated that the Library Board of Trustees may vote to convene in Executive Session pursuant to Wisconsin 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. Vice-President Gurda moved, seconded by Trustee Cook that the committee convenes in Executive Session. Roll was called and passed unanimously. Mr. Misky, Ms. Miller (Department of City Development), Ms. Taj Schoening, Ms. Joan Johnson and Ms. Sura (Milwaukee Public Library) remained. Vice-President Gurda moved and Trustee Cook seconded a motion to reconvene in open session. Motion passed. In open session, Trustee Lipscomb moved that the Library Board accept the HSI proposal and direct the Library Director to work with the developer to refine the building design, identify additional green space for library patrons, and incorporate sustainable features; and to work with the Department of

1. **Building and Development Committee.** continued
City Development and the City Attorney's Office in preparing the Development Agreement, including an implementation timeline, and attaining all necessary approvals from the City and the Common Council. Vice-President Gurda seconded the motion. Motion passed with one abstention.

OLD BUSINESS

2. **Trustees 2012 Meeting Schedule.** Director Kiely referred to attachment C, page 27 of the agenda. On a motion made by Trustee Cook and seconded by Trustee Prince, the Milwaukee Public Library Board of Trustees meeting schedule for 2012 was approved. Motion passed.

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3. **Budget Update.** Director Kiely distributed the Milwaukee Public Library Year 2012 Adopted Budget Overview. One change from the Proposed Budget is that the salary and fringe benefits amount increased slightly to reflect one less mandatory furlough day. The materials budget increased \$58,7000 over the 2011 budget; however, the amount is \$77,310 less than in 2009, and \$852,325 less than the 2000 budget. In 2000, the materials budget was equal to 12% of MPL's operating budget. Director Kiely added that the per capita spending on materials in 2000 was \$3.80; in 2012 that amount will be \$2.51. The per capita spending dollar may be the target amount in future budgets, rather than a percentage of the operating budget. Public service hours will increase a total of 44.5 additional hours per week system wide. Informational item.

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4. **2012 Milwaukee Public Library Schedule of Hours.** Director Kiely referred to the 2012 schedule of hours, attachment D, page 31 of the agenda. Trustee Prince commented that the Administration needs to look to areas within the city with the most concentration of young people and utilize the library strategically to improve reading scores and supplement classroom learning. Responding to a question from Trustee Callaway and the decision process, Director Kiely stated that there was no additional money in the budget to increase hours. Public service hours were increased by changing staff schedules. Second shift workers will no longer get a paid thirty minute lunch. That change will provide thirty minutes of extra productivity. Further discussion ensued regarding branch clustering with two managers managing three libraries and sharing staff. Trustee Lipscomb moved and Trustee Callaway seconded a motion to approve the 2012 Milwaukee Public Library Schedule of Hours. Motion passed.

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5. **Milwaukee County Federated Library System (MCFLS) Agreements.** President Hamilton recommended that discussion of the MCFLS Member Agreement and Resource Agreement be done in Executive Session pursuant to Wisconsin 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. Trustee Cook seconded the

5. **Milwaukee County Federated Library System (MCFLS) Agreements.** continued motion. Roll was called and unanimously passed affirmatively. The Board reconvened in open session on a motion made by Trustee Riemer and seconded by Trustee Prince. Unanimously approved. In open session, President Hamilton entertained a motion. Trustee Riemer moved that the Milwaukee Public Library Board of Trustee approve the 2012-2013 Milwaukee County Federated Library System Agreement with the removal of the Attachment RB and any reference in the agreement to Attachment RB. Trustee McGovern-Rowen seconded the motion. Motion passed.
Regarding the second agreement, Trustee Riemer moved that the Milwaukee Public Library Board not approve the proposed 2012-2013 Milwaukee County Federated Library System Resource Agreement. Trustee Cook seconded the motion. Motion passed.

ADMINISTRATIVE REPORTS

6. **Personnel Actions.** Library administration reported the personnel activity for October 2011. Informational item.

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7. **Financial Report.** The financial report for October 2011 was presented.
Library administration reports the financial activity:
U.S. Bancorp Commercial Paper #266067601 (rated A1/P1/F1+) dated 10/06/11 and maturing 11/07/11 at a rate of 0.11%.....\$580,000.

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8. **Library Director's Reports.** Director Kiely summarized the Director's Report for October, highlighting the Wisconsin Library Association's conference held in Milwaukee. The conference was an opportunity for MPL to offer programs, activities, and tours of the Central Library to many librarians from across the state.
The semi-annual Staff Award Ceremony honored staff with years of service pins.
The statistics were reviewed. Circulation and patron counts continue to increase at the four libraries with the increased hours. The Computer, Internet, and Electronic Statistics show an increase in the Overdrive digital download circulation. In 2012, many more e-books will be purchased by the State consortium. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of November 22, 2011 was adjourned at 6:20 p.m.
