

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday September 24, 2013
Martin Luther King Library
310 W. Locust St.
Milwaukee, WI 53212**

PRESENT: Michele Bria, Ald. Milele Cogg, Sharon Cook, John Gurda,
Ald. Ashanti Hamilton, Ald. Nik Kovac, Chris Layden, Sup.Theo Lipscomb,
Sam McGovern-Rowen, Dir. Mark Sain, Paula Kiely

EXCUSED: Denise Callaway, Joan Prince

STAFF: Consuelo Hernandez, Kelly Hughbanks, Joan Johnson, Dawn Lauber,
Elizabeth Lowrey, Taj Schoening, Crystal Sura, Mandy Tuthill, Brooke
VandeBerg

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Eric Pearson, Budget and Policy

President Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:38 p.m. on September 24, 2013 with a quorum present. Trustee Cogg left at 5:20 p.m. and Trustee Bria left at 5:30 p.m. Items were taken out of order; however, these minutes are presented in numerical sequence.

PUBLIC COMMENT None

In the absence of Branch Manager Hermoine Bell-Henderson, Public Area Services Manager Dawn Lauber welcomed the Board. She provided a brief history of the Martin Luther King Library, noting the library opened as the Locust Library in 1971 replacing several surrounding store front libraries. The community participates in many library programs including job labs. Market data shows that this neighborhood has four major segments consisting of single parents, low-income families, multi-generational homes, mostly African-American, many renters and relatively young families. The Board was invited to tour the library after the meeting.

APPROVAL OF MINUTES Trustee Cook moved and Trustee Sain seconded a motion to approve the July 23, 2013 minutes. Motion passed.

COMMITTEE REPORTS

1. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Kovac reported on the August 19, 2013 and September 16, 2013 meeting. He stated that in addition to the regular business of the meetings the 2014-2015 Member Agreement, Resource Library Agreement and the Cataloging Contracts were unanimously approved. An upgrade to CountyCat has been installed and will available to the public in October. The enhancements include: easier, more intuitive searching similar to Google, magazine article results integrated into searches and real time OverDrive title availability. Trustee Kovac added that this is a good opportunity to market libraries to the public. Director Kiely said there has been a positive development to the Wisconsin Public Library Consortium program

1. **Milwaukee County Federated Library System (MCFLS) Board.** (continued)
regarding the cost of e-books to Milwaukee. The charge will now be based strictly on the use of the books and not on county population. Informational item.

2. **MPL Trust Fund Investment Policy Subcommittee.** Trustee Lipscomb reported that at the September 27, 2013 meeting, the MPL Trust Fund Investment Policy Subcommittee met with the Fund advisor regarding investment policies. Library administration was asked to draft a revised investment policy incorporating changes that were suggested by the subcommittee. A second meeting will be scheduled to review the draft which will be presented to the full Board when finalized. Informational item.

OLD BUSINESS

3. **East Library.** Deputy Director provided an overview of the East Branch Project. The design phase of the project has been completed incorporating input from the public meetings that were held earlier this year and feedback from the Board. The construction documents were delivered to the library on September 11, 2013 and publically bid. The bid proposals are due October 10, 2013. The Building and Development Committee will review library administration's recommendation for the bid award at their October 17, 2013 meeting. The anticipated date for the construction work to begin is March 1, 2014, with the library opening in late October 2014.
Director Kiely reported that five artist finalists were invited to public presentations on September 12, 2013. The eight member panel has since met twice to deliberate and select two artists for the project. A final decision and announcement is expected the week of September 30, 2013. She referred to attachment B, page 19 of the agenda. The Milwaukee Arts Board approved an award of \$17,500 to support public art in the new East Branch. The Greater Milwaukee Foundation is supporting the project with \$25,000 which is partially from the Mary Noll Fund for East Branch outdoor art. Artists for the outdoor art will be selected through a similar process. Informational item.

4. **System and Resource Library Administrators Association of Wisconsin (SRLAAW) Recommendations.** Director Kiely reminded the Board of the two recommendations from the SRLAAW Subcommittee that would have a major impact on the library system: library systems should consist of a minimum of three counties; and, the elimination of resource libraries. The Board sent a letter to the Department of Public Instruction in disagreement. The recommendation involving system configuration has been eliminated. The recommendation regarding the resource library was modified to request a change to the statutory language in part to require each system to have at least one resource library. The SRLAAW recommendations were forwarded to the Department of Public Instruction Public Library Development Team. Library and the City's Intergovernmental Relations Division staff will schedule a meeting with Assistant State Superintendent Kurt Kiefer to express interest in participating in discussions on rewriting the language and also the library's willingness to provide leadership around the state. Trustee Gurda moved and Trustee Cook seconded a motion to send a letter of opposition to Mr. Kiefer regarding the recommendation noting that it does not serve Milwaukee well. Informational item.

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5. **Strategic Plan.** Director Kiely gave a summary on the strategic planning process. In the final stages, the team is integrating citywide strategies with MPL outcomes. The plan will be presented at the October 22, 2013 regular Board meeting for approval. Informational item.

NEW BUSINESS

6. **Summer Reading Club Outcomes.** The Summer Reading Program Results were listed on attachment C, page 20 of the agenda. Youth and Community Outreach Services (YCOS) Coordinator Kelly Hughbanks reported that 22,343 super readers participated in many library programs that encouraged reading over the summer with the hope of developing a life-time love of reading. Manager Mandy Tuthill and Librarian Lizzy Lowrey were recognized as representatives of over forty YCOS staff that plan the activities and visit schools and day cares. Informational item.

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7. **2014 Budget.** Director Kiely distributed two documents to aid in the budget discussion: MPL Year 2014 Proposed Budget Overview Updated 9.12.2013; and, City Budget Materials Allocation and Percent of Budget (1995 to 2014 Proposed) – attached at the end of these minutes. Six Library Technology Specialists will be funded with operating funds in 2014 due to the Broadband Stimulus funds ending in September of this year. A volunteer coordinator position is added to manage the database of more than 300 library volunteers and expand the library's capacity for services. A project manager position, to oversee the building of new libraries and renovation of others, will be added using capital funding. President Hamilton suggested that the Building and Development Committee revisit the Facilities Plan motion and confirm that the Board is supporting and formally accept the Mayor's initiative for the library system outlined in the City's 2014 Proposed Budget. Trustee Sain asked if the Strategic Plan will address the needs of the communities for express libraries as the library's standing buildings are rebuilt. Director Kiely replied that the initial focus will be on the mixed use models for Forest Home and Mill Road with the funding in the 2014 budget. Public service hours will remain the same as 2013. Informational item.

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8. **Milwaukee County Federated Library System (MCFLS) Agreements.** Director Kiely referred to the memo regarding MCFLS Agreements, dated September 16, 2013, attachment D, page 21 of the agenda. After a brief discussion, Trustee Kovac moved that MPL accept the 2014-2015 MCFLS Member Agreement, the Resource Library Agreement and the agreement for Bibliographic Database Development and Maintenance. Trustee Layden seconded the motion. Motion passed.
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9. **MPL Foundation Update.** A document titled Milwaukee Public Library – East Branch Fundraising Opportunities dated September 17, 2013 was distributed and is attached at the end of these minutes. The Foundation will solicit donations from the community to enhance the new East Branch. Director Kiely reminded the Board that the 2013 Benjamin Franklin Awards Celebration honoring Mark and Debbie Attanasio of Milwaukee Brewers Baseball Club will be held at Central Library on October 24, 2013. The recruitment of the new Foundation Executive Director is on-going. Informational item.

ADMINISTRATIVE REPORTS

10. **Personnel Actions.** The personnel activity for July and August 2013 were reviewed. Informational item.

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11. **Financial Report.** The financial activity for July and August were presented. Library administration reports the financial activity:
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|---|------------|
| U. S. Bancorp Commercial Paper #266075444 (rated A1/P1) dated 07/05/13 and maturing 08/05/13 at a rate of 0.10 %..... | \$487,000. |
| U. S. Bancorp Commercial Paper #362089771 (rated A1+/P1) dated 08/05/13 and maturing 09/04/13 at a rate of 0.09%..... | \$490,000. |

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12. **Library Director's Reports.** Director Kiely referred to attachment G, page 28 of the agenda. She highlighted the successful groundbreaking ceremony on July 30, 2013 with several trustees in attendance. She complimented the staff for the development of the many programs throughout the system. The statistical reports for July and August were reviewed. Counts were slightly down and it was noted that the East Library being located at the temporary site is affecting the totals. A redistribution of laptop computers led to a 5% increase in their use from July to August. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of September 24, 2013 was adjourned at 6:20 p.m.
