

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday July 22, 2014
Central Library Meeting Room 1
814 W. Wisconsin Avenue
Milwaukee, WI 53233**

PRESENT: Michele Bria, Ald. Milele Coggs, Sharon Cook, John Gurda,
Ald. Nik Kovac, Joan Prince, Dir. Mark Sain, Paula Kiely

EXCUSED: Denise Callaway, Ald. Ashanti Hamilton, Chris Layden, Sup. Theo Lipscomb

STAFF: Ryan Daniels, Bruce Gay, Consuelo Hernandez, Joan Johnson,
Dawn Lauber, Bill Lenski, Sam McGovern-Rowen, Judy Pinger, Taj Schoening,
Crystal Sura, Brooke VandeBerg, Duane Wepking

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Ellen Tangen, City Attorney's Office
James Kieselburg, Grohmann Museum

President Gurda called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:52 p.m. on July 22, 2014 with a quorum attained at 5:00 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 June 24, 2014 minutes. Motion passed.

SPECIAL COMMUNICATION

1. **Resolution of Appreciation.** President John Gurda presented Technical Services and Collections Director Bruce Gay a resolution of appreciation for his seventeen years of service and leadership to the Milwaukee Public Library, on the occasion of his resignation. Mr. Gay has accepted the position of Milwaukee County Federated Library System Director.

COMMITTEE REPORTS

2. **Building & Development Committee.** Chair Bria reported on four action items approved at the July 17, 2014 Building & Development Committee meeting. The committee had been asked to make a recommendation to the Board as to whether to participate in Phase 2 of the City's marketing initiative to generate revenue and allow library assets to be sponsored. Vice-President Bria moved the committee's recommendation that Director Kiely continue conversations with the City's Department of Administration reflecting the concerns raised by the committee and the Board. Also including discussion of the list of specific library assets to be marketed, the value assigned to the asset, and the process by which the Board would review the potential firms to be solicited for support. She added that it was suggested

2. **Building & Development Committee.** (continued)

that a memorandum of understanding be crafted before solicitation begins. Trustee Cook seconded the motion. Motion passed.

Construction Project Manager Sam McGovern-Rowen reported on the branch redevelopment and the committee agreed that a Request for Interest be issued for all four libraries: Mill Road, Forest Home, Capitol and Martin Luther King, that specifically lists the needs for a new branch of the Milwaukee Public Library. This would ensure that if a building opportunity exists in any of these neighborhoods, the library could consider it. Vice-President Bria moved the committee's recommendation. Seconded by Trustee Cook. Motion passed.

Vice-President Bria moved that the Central Library Air Handling Unit contract be awarded to J.M. Brennan, Inc. for \$309,000 and the Center Street Roof Replacement contract be awarded to J&G Landscaping & Construction for \$169,994, as recommended by the committee. Trustee Cook seconded the motion. Motion passed.

Director Kiely provided a Capital Projects Status Report noting that the Tippecanoe Branch Renovation project is in the design phase. Tippecanoe operations will not be able to continue during the renovation as originally expected. East Library's interior build out is progressing.

It was noted that two additional Building and Development Committee meetings have been scheduled on September 18 and November 20. The July 17, 2014 Building and Development Committee meeting agenda, minutes and contract memos are attached at the end of these minutes.

3. **Finance and Personnel Committee.** The Board received the audit report prior to the meeting. In the absence of Chair Lipscomb, Vice-Chair Sain reported that at the July 22, 2014 Finance and Personnel Committee meeting held earlier, the 2013 audit was accepted and asked the Board for a motion of approval. Trustee Cook moved and Trustee Prince seconded a motion to accept the audit.

Trustee Sain stated that the investment advisor from J.P. Morgan, Jeremy Hillenbrand, contacted Director Kiely to explain that effective August 31, 2014, J.P. Morgan Private Bank would no longer be able to manage the Milwaukee Public Library Trust Fund. Mr. Hillenbrand introduced Director Kiely and Financial Secretary Lipscomb to Mr. Thomas Villanova from J.P. Morgan International during a conference call on July 7. Mr. Villanova joined the Finance and Personnel Committee by phone and presented the library's recommended portfolio and explained the transition process. The Committee approved the transfer of the fund to J.P. Morgan Asset Management Institutional and requested the library issue a Request for Proposal for investment management firms. Trustee Sain moved the committee's recommendation. Trustee Cook seconded the motion. Motion passed.

Mr. Hillenbrand presented the quarterly review of the fund investments. The quarterly report of internal accounting control was provided, finding nothing out of order.

The City Comptroller's audit report update and the overdue fines and fees policy items were held until the October meeting.

The Finance & Personnel Committee agenda and minutes are attached at the end of these minutes.

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4. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Kovac reported that the July 21, 2014 meeting was cancelled. Informational item.
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OLD BUSINESS

5. **Library Artifact.** Grohmann Museum Director James Kieselburg provided some background on the museum's collection noting that it holds more than 1,000 paintings and sculptures represent the evolution of human work. The museum, opened in 2007, is part of the Milwaukee School of Engineering. The museum has 20,000 visitors annually, hosting many school groups of all ages. He said that if the museum were to take custody of the Carl Spitzweg painting "The Bookworm," it would be treated with respect and high regard by their professional staff. The museum has a high-level environmental system and cutting edge security system for the safeguarding of all the artworks. The plan would be to construct a special Carl Spitzweg gallery around "The Bookworm" and it would join other Spitzweg paintings.

President Gurda stated his intention of convening in closed session for discussion on the negotiations relating to the potential sale or permanent loan of the painting "The Bookworm" by Carl Spitzweg currently owned by the Milwaukee Public pursuant to Wisconsin Statutes 19.85(1)(e). Trustee Prince so moved. Trustee Sain seconded the motion. Roll called and unanimously passed. Director Kiely, Marketing and Public Relations Officer Brooke VandeBerg and Assistant City Attorney Ellen Tangen remained during the closed session. The Board reconvened in open session on a motion by Trustee Bria and seconded by Trustee Cook. President Gurda entertained a motion to authorize the city attorney and library administration to negotiate with MSOE for the loan of the "Bookworm" on the basis of the terms discussed in closed session. Trustee Cook so moved. Seconded by Trustee Bria and a roll call vote was taken. The motion passed with President Gurda, Trustee Kovac and Trustee Prince objecting.

NEW BUSINESS

6. **2015 Library Budget.** Director Kiely distributed a document titled MPL Year 2015 Requested Cost-to-Continue Budget Overview, attached at the end of these minutes. She noted that the city departments are asked to submit a budget that would support operations at the same level as they are currently. The library's budget request increased 3.9%. A 72% increase in equipment is the result of the update to the security system and replacement of computer servers. The city's budget office asked library administration to find savings of \$350,000. Potential changes to meet that directive, would be to increase the library's vacancy deduction, funding an outreach specialist's salary with grant money, leveraging restricted gift funds to better serve patron with vision disabilities, and reduce the equipment budget which would delay the purchase of non-critical equipment. Informational item.

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7. **MPL Foundation Update.** MPL Foundation Executive Director Ryan Daniels reported that the Foundation has raised \$472,000 as of June, compared to \$368,000 at this time in 2013. He said that he believes the goal of raising 20% more funds than 2013 is achievable. The Foundation Board has created a formalized nominating process and expects to add several new directors to the Board in the near future. Mr. Daniels confirmed that the Faye McBeath Foundation is the Benjamin Franklin Award honoree. A second individual may also share the honor. The dinner is expected to be held at the Central Library in late October. Informational item.
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ADMINISTRATIVE REPORTS

8. **Personnel Actions.** The personnel activity for June was reviewed, as shown on attachment C, page 10 of the agenda. Informational item.

9. **Financial Report.** The financial report for June 2014 was presented.
Library administration reports the financial activity:
U. S. Bancorp Commercial Paper #266078768 (rated A1/P1) dated 06/04/14 and maturing
07/07/14 at a rate of 0.06%.....\$457,000.

10. **Library Director's Reports.** The Director's report, attachment E, page 14 of the agenda was reviewed. Director Kiely highlighted the upcoming visit to Milwaukee by Dr. Michelle Alexander, author of the book "New Jim Crow." The event will take place at the Milwaukee Area Technical College, and the library will provide space for book discussion groups. The library set up a booth at the Westown Farmers Market and talked with visitors about library services. This program will continue through September. The statistical reports were reviewed. Patron counts have slightly decreased while circulation has increased. Overdrive digital downloadable book circulation continues to increase. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of July 22, 2014 was adjourned at 6:30 p.m.
