

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday March 27, 2018
Central Library Community Room 1
814 West Wisconsin Avenue
Milwaukee, WI 53233**

- PRESENT:** JoAnne Anton, Michele Bria, Ald. Milele Coggs, Sharon Cook, John Gurda, Joan Prince, Dir. Mark Sain, Jennifer Smith, Paula Kiely
- EXCUSED:** Ald. Cavalier Johnson, Ald. Nik Kovac, Chris Layden, Sup. Marcelia Nicholson
- STAFF:** Eileen Force Cahill, Ryan Daniels, Joan Johnson, Dawn Lauber, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger, Rebecca Schweisberger, Crystal Sura, Kelly Wochinske
- OTHERS** Steve Hesper, Milwaukee County Federated Library System
- PRESENT:** Frank Martinelli, Center for Public Skills Training

President John Gurda, called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:33 p.m. on March 27, 2018 with a quorum present. Trustee Coggs participated by conference phone.

PUBLIC COMMENT Alderwoman Chantia Lewis stated that she has attended the Good Hope Project community meetings at the Mill Road branch. Members of the community in her district, which includes the library, have presented her with a name of Dr. Irene Groggans for the new library. Dr. Groggans was a celebrated historian in the Milwaukee African-American community. Alderwoman Lewis thanked the Board for their consideration.

SPECIAL COMMUNICATION

1. **New Milwaukee County Federated Library System (MCFLS) Executive Director.**
President Gurda introduced Mr. Steve Hesper, newly appointed as MCFLS executive director. As the library system's administrator, he developed a good working relationship with MPL. Most recently he was involved with a library fines study, partnering with MPL and UW Milwaukee. Mr. Hesper said he intends to meet with other member libraries and their boards throughout 2018 to assess current needs and understand how MCFLS can bring value to their system membership. MCFLS will go through a strategic planning process later this year. Member contracts expire in December 2019 and the strategic planning process will help inform priorities. MCFLS has also been participating in the Public Library System Redesign project. Informational item.

CONSENT AGENDA

2. **Regular Board Meeting Minutes January 23, 2018.**
3. **Special Board Meeting Minutes March 9, 2018.**
4. **Committee Reports.**
Innovation and Strategy Committee Meeting Minutes February 14, 2018

5. **Administrative Reports.**
 - a. Personnel Actions
 - b. Financial Report
 - c. Library Director's Reports
 - d. Communication from Alderwoman Milele Cogg's Office

President Gurda asked the Board if any items should be removed from the Consent Agenda presented as attachment A, pages 3-36 of the agenda. President Gurda entertained a motion to approve. Trustee Cook moved and Trustee Anton seconded a motion to approve the Consent Agenda. It was suggested that computer usage be examined and how trends impact the library. Motion passed.

REPORTS

6. **Milwaukee County Federated Library System (MCFLS) Board.** In the absence of Trustee Kovac, MCFLS Executive Director Steve Hesper gave a brief report from the February 12, 2018 and March 19, 2018 MCFLS Board meetings. The first step of the Fines Study Project was to identify blocked library card patrons. A letter sent to over 800 patrons who visited MPL during the Fine Forgiveness Campaign in September of 2016 but since then their cards have been blocked. The next step will consist of a UW Milwaukee research project which will include a confidential phone survey to find out why these patrons are not returning library materials. Lastly, a focus group facilitator will use the information gathered to guide MPL in decisions about possible policy changes. Informational item.

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7. **Building and Development Committee.** The March 12, 2018 committee agenda and minutes are attached at the end of these minutes. Trustee Bria summarized the meeting. As part of the library's e-rate application, the committee approved the award of the two-year Internet Service Provider contract to Spectrum at a cost of \$35,400 annually, E-rate pays 90%, MPL pays 10%. The committee also awarded the three-year Wide Area Network vendor contract to AT&T at a cost of \$104,400 annually, E-rate pays 90%, MPL pays 10%. Informational item.

After explaining the RFP process for the Copy and Print Service contract, Trustee Bria moved approval of the committee recommendation to award a contract for copy and print services to Gordon Flesch Company for a three-year term. Trustee Smith seconded the motion. Motion passed

The committee viewed a presentation of the updated design of the Good Hope Project library space by Zimmerman Architects. Construction Project Manager Sam McGovern-Rowen presented the design to the Board. Trustee Bria moved to approve the design and direct library staff to complete the design with the Zimmerman Architects team. Trustee Sain seconded the motion. Motion passed. The design presentation is included at the end of the March 12, 2018 Building and Development Committee minutes.

The committee viewed a presentation about the city's Energy Efficiency and Renewable Energy Plan. The committee approved moving forward with the projects that will involve Central, Atkinson, Bay View and Center Street. Since then, the Environmental Collaboration Office and MPL staff has learned an RFP process will be required. Trustee Bria moved to adopt the recommendation to participate in the Better Buildings Challenge and issue an RFP for Energy Reduction Performance Financing and Contracting. Trustee Cook seconded the motion. Motion passed. The plan is included at the end of the March 12, 2018 Building and Development Committee minutes.

*ATTACHMENT A-P. 2 of 80
MPL CONSENT AGENDA
4.Regular Minutes 03/27/18*

NEW BUSINESS

8. **Department of Public Instruction (DPI) 2017 Annual Report and Statement Concerning Public Library System Effectiveness.** MPL's Annual Report to the State was listed as attachment B, page 37-45 of the agenda. Assistant Library Director of Operations Jennifer Meyer-Stearns distributed a document titled Wisconsin Department of Public Instruction 2017 Public Library Annual Report Highlights – Five Year Trends, attached at the end of these minutes. Ms. Meyer-Stearns summarized the trends MPL has experienced. Trustee Prince moved and Trustee Bria moved approval of the 2017 DPI Annual Report. Motion passed. President Gurda will sign the Statement Concerning Public Library System Effectiveness indicating that MCFLS did provide effective leadership and adequately met the needs of the library.

STRATEGIC DISCUSSION

9. **MPL Board Retreat.** Consultant Frank Martinelli distributed several documents relating to the February 28, 2018 MPL Board retreat: Trustee and Foundation Board Member Survey Feedback; New Questions and Emerging Challenges; Resilient Strategies; and, Identifying and Pursuing Key Generative Thinking Opportunities for MPL. He presented a preliminary report that included the expected outcomes from the retreat, survey highlights, and recommendations for next steps. The Trustees and library staff will proceed by prioritizing the new questions and emerging challenges that require generative work. Discussion ensued regarding Board development and strategies that will help the trustees play leadership roles in reducing racial and social inequities in significant and measureable ways. It was suggested that a combined MPL Board and MPL Foundation Board meet to further the discussion. Mr. Martinelli will prepare and distribute a final report. The documents and presentation are attached at the end of these minutes. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of March 27, 2018 was adjourned at 6:10 p.m.
