

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Wednesday October 15, 2008
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Sharon Cook, John Gurda, Art Harrington, Ald. Nik Kovac, David Riemer, Marty Schreiber, Paula Kiely

EXCUSED: Ald. Milele Coggs, Ald. Ashanti Hamilton, Dir. Charlene Hardin, Joan Prince, Kathy Williams

STAFF PRESENT: Bruce Gay, Kelly Hughbanks, Joan Johnson, Bill Lenski, Sandra Melcher, Taj Schoening, Crystal Sura, Paul Wilant

OTHERS PRESENT: Amy Hefter, Legislative Reference Bureau
Jake Miller, Budget and Policy Division
Leslie Silletti, Mayor's Office

President David Riemer called the meeting of the Milwaukee Public Library Board of Trustees to order at 8:26 a.m. on October 15, 2008 with a quorum present.

Agenda items were taken out of order; however, these minutes are presented in numerical sequence.

PUBLIC COMMENT None.

APPROVAL OF MINUTES Trustee Gurda moved and Trustee Schreiber seconded a motion to approve the September 17, 2008 meeting minutes, shown as attachment A of the agenda packet.

Motion passed.

OLD BUSINESS

1. **2009 Proposed Budget.** Ms. Kiely referred to a set of documents which summarized the proposed and preferred budgets and a recommended schedule of library hours. Ms. Kiely explained that if the preferred budget passes, she would recommend these hours to the Board. The preferred budget keeps all libraries open with limited hours. This will result in fifteen layoffs to the street as of September 29. The proposed budget would close two libraries reflecting a 7% decrease over 2008. This will result in seven layoffs. Trustee Harrington clarified that these documents are for informational purposes and the Board has no control over it. President Riemer stated the Board needs to have a clear understanding of their role in the process. He stated that Ms. Kiely shared an attorney general's opinion about the power of the Board. His understanding of the opinion is that after the Mayor and the Council finalize the budget, the Board could alter the internal assumptions & allocations of it but cannot spend more than what was appropriated to the library. Ms. Kiely explained that this was introduced because she had been informed that at least one alderperson was going to propose an amendment to close one specific library.

1. **2009 Proposed Budget.** (continued)

She contacted the Wisconsin Department of Public Instruction to confirm it was the Library Board who had the statutory authority to close a library. Ms. Kiely stated that the library has a history of working with the Mayor's office and with the Council to come up with a budget that everyone is in agreement with. Trustee Harrington commented that this information is useful background information but the process that he is familiar with is one of transparency throughout. The library director takes the lead on discussions with the Mayor and then with the Mayor's consent, works through the issues with the Council. The Board has impact on decisions leading up to the final budget determination. He expressed concern over exercising statutory authority that would hurt the library in future negotiations. Vice-President Gurda stated that the Board wants to remain collegial. Discussion ensued. Ms. Kiely shared that library administration has been working on the budget for months and has made tough but conscientious decisions with the invaluable guidance of the Board. Many budget scenarios have been presented to the Board and to the Mayor. The staff members affected by those budget choices have been informed and are trying to adjust their lives to possible outcomes. She stated that library staff is preparing to implement either scenario and is concerned about the time that it would take to develop another option. Trustee Cook commented that the Board makes decisions based on the Director's recommendations. Ms. Kiely reiterated that the submitted proposed and the preferred budgets are her recommendations and asked the Board to support those budgets as difficult as they may be. She added, with the understanding that reduced budgets will continue, consideration should be given to a long-term strategy that is sustainable. Trustee Harrington acknowledged the expertise of library staff and expressed his support of the work they've done on the budget. Vice-President Gurda agreed. Trustee Schreiber asked for a brief report on the impact that closing a library has on the community, to aide in discussions with elected officials. The budget documents were emailed to the Trustees prior to the meeting and are attached at the end of these minutes.

Informational item.

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2. **Return on Investment Study.** Ms. Kiely reported that the Wisconsin Department of Public Instruction issued a report titled "The Economic Contribution of Wisconsin Public Libraries to the Economy of Wisconsin" in spring of 2008. The result was that for every dollar invested in public libraries in the state of Wisconsin, the state sees a return of \$4.06. In 2006, the Board approved using MPL Foundation funds (\$20,000) to do a similar study of city of Milwaukee libraries. Director Kiely stated that since the state issued the report, library administration has determined that it is not necessary to duplicate the study and asks for Board approval to use the \$20,000 for materials pending agreement by the Foundation. Trustee Gurda moved approval to reallocate the funds to purchase materials for the library system. Trustee Cook seconded the motion.

Motion passed.

NEW BUSINESS

3. **MPL Finance & Personnel Committee.** Chair Schreiber stated that the investment manager presented the Committee with a quarterly performance report of the MPL Trust Fund. The market remains volatile. One important question was raised regarding the

3. **MPL Finance & Personnel Committee.** (continued)
2009 fund disbursement for materials, training, programming, marketing and contingency. The fund has decreased \$600,000 since last year but approximately 50% of the fund is in non-threatened securities such as cash and bonds, which would allow for a withdrawal. The report was accepted as presented.
Chair Schreiber stated that a quarterly review of the internal control of the MPL Trust and Gift Fund was given by Business Operations Manager Taj Schoening. All financial statements are in order. The Committee agenda, minutes, and asset allocation summary are attached.

Informational item.

4. **2009 Meeting Dates.** The proposed schedule for 2009 MPL Board of Trustees meetings was presented for approval, attached to the end of these minutes. Trustee Cook moved and Trustee Schreiber seconded a motion to accept the 2009 Board meeting dates.

Motion passed.

5. **Overdue Fines.** Ms. Kiely referred to a memo dated October 6, 2008 on Overdue Fines, attachment B, page 9 of the agenda. In summary, MPL has not raised its general overdue fine since 1997. If the library was to raise the fine to 15 cents, it is estimated that the increase in revenue would be \$51,425. Those funds go back into the general city fund. Trustee Schreiber moved to approve the increase to improve library services by encouraging the return of books for use by other patrons. After discussion, President Riemer moved to table the question for consideration at the regular Board meeting in December.

Item tabled.

6. **MPL Strategy Committee.** Chair David Riemer reported out from the September 23, 2008 Strategy Committee meeting regarding the mission and plan of the committee, attachment C, page 10 of the agenda. At the suggestion of Vice-President Gurda the mission statement will be expanded to include long-term strategy issues.

Informational item.

7. **Summer Reading Programs.** Youth and Community Outreach Services Coordinator Kelly Hughbanks summarized the 2008 Summer Reading Program, attachment D, page 14 of the agenda. This year the library developed the Super Reader theme and was successful in attracting over 14,000 children to participate, a 9% increase over 2007. The program was redesigned, establishing goals such as: increase overall participation; increase visibility and familiarity; and, streamline efforts to make it easier to interact with schools and families. In addition, students from 231 schools participated in the Summer Reading School Challenge. The Young Adult Summer Reading Program attracted 934 teens who read 2,648 books. The young adult librarians continued to offer popular programs throughout the system. The Summer Reading Program was funded by the Faye McBeath Foundation, the Friends of MPL, Midtown Center, Wisconsin Energy

7. **Summer Reading Programs.** (continued)
Foundation, MilwaukeeMoms.com and Milwaukee Journal Sentinel. Many additional partners were also involved.

Informational item.

8. **Courtesy Notices.** Technical Services Manager Bruce Gay reported that the courtesy notice allows a patron to receive notification of when their library materials are due to be returned and when they are overdue. This feature is a benefit for MPL since date due stamping has been discontinued. Email notifications are free versus the costs of phone and mail overdue notices. Trustee Gurda asked how many library cards have email addresses attached. Mr. Gay responded that just less than 50% has been reported. President Riemer inquired as to how the library is marketing this feature and obtaining patron email addresses. Mr. Gay stated that it could be added to the webpage and a bookmark could be handed out to patrons.

Informational item.

ADMINISTRATIVE REPORTS

9. **Personnel Actions.** Personnel actions, attachment E, page 16 of the agenda, were presented and reviewed. Ms. Kiely noted that leaves of absence impact operations and the auxiliary positions, as mentioned in the budget discussion, will help the situation.

Informational item.

10. **Financial Report.** The financial report, attachment F, page 18 was reviewed. The investment activity listed below was noted for the record:

U. S. Bank Certificate of Deposit #338074972 dated 09/03/08 and maturing 10/03/08 at a rate of 2.05%.....\$310,000.

Informational item

11. **Library Director's Report.** The Library Director's Report, attachment G, page 19 of the agenda was presented. Ms. Kiely noted that she met with the alderpersons to discuss the Mayor's budget.

President Riemer and Trustee Harrington, along with Ms. Kiely, met with YMCA Director Steve Smith to discuss possible partnerships.

Ms. Kiely reported that through wireless or wired access to the internet, the circulation database can now be accessed to register new borrowers or to renew library cards during outreach events.

BizStartsMilwaukee.com is a new website resulting from an M7 committee that worked for over a year to bring resources for new business owners to one location. Business, Technology and Periodicals Coordinator Christine Arkenberg was MPL's representative and senior librarian Mary Schoonover provided a substantial amount of the content to the site. This site should prove to have great benefits to the community.

The statistical reports were reviewed. Circulation and patron counts have increased in September.

Informational item.

ADDITIONAL NEW BUSINESS. None.

With no further business, the Milwaukee Public Library Board of Trustees meeting of October 15, 2008 was adjourned at 9:45 a.m.

2009 Proposed Budget

Two Libraries Closed Services & Hours Unchanged at Ten other Libraries

- **Budget (without fringe benefits) (-7%)**
 - 2009 \$ 15,932.000
 - 2008 17,130,992
(1,198,992)

- **Central Library Hours and Services Cut**
 - Library open Monday and Tuesday evenings until 7; closes all other days at 5:30.
 - Reduced reference services in Media Room

- **Two Neighborhood Libraries Close**
 - Hours at remaining libraries same as 2008
 - Center Street Library funded by CDBG funds (excluding fringe benefits), open 50 hours per week

- **Materials Budget Cut by \$476,624 (-28%)**
 - Fewer materials available for patrons.

- **Positions Eliminated (-28)¹**
 - 2 Branch Managers
 - 5 Librarians
 - 2 Library Reference Assistants
 - 2 Library Services Assistants
 - 5 Library Circulation Assistants
 - 1 Communication Assistant
 - 7 Circulation Aides
 - 1 Driver
 - 2 Custodians
 - 1 Library Technician II

- **Auxiliary Positions Added (+6)²**
 - 1 Library III
 - 1 Library Circulation Assistant I
 - 4 Library Circulation Aides

¹ 7 layoffs to the street as of 9/29/08.

² Support continuity of public services when positions vacated due to retirement or resignation.

2009 Preferred Budget

All Libraries Remain Open Reduced Hours & Services

- **Budget (without fringe benefits) (-3.96%)**
 - 2009 \$ 16,451,978
 - 2008 17,130,992
(679,014)

- **Central Library Hours and Services Cut**
 - Library open Monday and Tuesday evenings until 7; closes all other days at 5:30
 - Reduced reference services in Media Room

- **Neighborhood Library Hours and Services Cut**
 - All branch libraries open 45 hours per week
 - Five libraries gain 1.5 hours; Six libraries lose 11 hours
 - All libraries open on Saturdays year round
 - Loss of 1 librarian and 1 circulation assistant at each library
 - Center Street Library funded by CDBG funds (excluding fringe benefits), open 50 hours per week
 - Elimination of Share the Dream
 - Story time available two days per week only
 - Fewer opportunities for class visits

- **Materials Budget Cut by \$111,014 (-7%)**
 - Fewer materials available for patrons

- **Positions Eliminated (-32)¹**
 - 13 Librarians
 - 11 Library Circulation Assistants
 - 1 Communications Assistant
 - 5 Circulation Aides
 - 1 Program Assistant II
 - 1 Library Technician II

- **Auxiliary Positions Added (+6)²**
 - 1 Library III
 - 1 Library Circulation Assistant I
 - 4 Library Circulation Aides

¹ 15 layoffs to the street as of 9/29/08.

² Support continuity of public services when positions vacated due to retirement or resignation.

2009 Preferred Budget
Public Service – Weekly Schedule
 Reduced Hours at Central Library
 Reduced and Uniform Hours at Neighborhood Libraries

Central Library*

	Current Hours	Proposed Hours	Change
Monday	9 a.m. – 8:30 p.m.	9 a.m. – 7 p.m.	-1.5 hours
Tuesday	9 a.m. – 8:30 p.m.	9 a.m. – 7p.m.	-1.5 hours
Wednesday	9 a.m. – 8:30 p.m.	9 a.m. – 5:30 p.m.	-3 hours
Thursday	9 a.m. – 5:30 p.m.	9 a.m. – 5:30 p.m.	No change
Friday	9 a.m. – 5:30 p.m.	9 a.m. – 5:30 p.m.	No change
Saturday	9 a.m. – 5:30 p.m.	9 a.m. – 5:30 p.m.	No change
	60 hours	54 hours	-6 hours (-10%)

*Drive-in: Monday & Tuesday 8 a.m. – 6 p.m.
 Wednesday - Friday 8 a.m. – 5 p.m. (Currently open until 6 p.m. on Wed)
 Saturday 9 a.m. – 5 p.m.

Neighborhood Libraries Hours

Atkinson, Forest Home, ML King, Tippecanoe, Villard	Current Hours @ Five (5) locations	Proposed Hours @ all locations	Change
Monday	1 p.m. – 8:30 p.m.	Noon. – 8 p.m.	+ .5 hours
Tuesday	1 p.m. – 8:30 p.m.	Noon. – 8 p.m.	+ .5 hours
Wednesday	1 p.m. – 8:30 p.m.	Noon – 8 p.m.	+ .5 hours
Thursday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
Friday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
Saturday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
	43.5 hours	45 hours	+ 1.5 hours

Bay View, Capitol, East, Mill Road, Washington Park, Zablocki	Current Hours @ Six (6) locations	Proposed Hours @ all locations	Change
Monday	10 a.m. – 8:30 p.m.	Noon. – 8 p.m.	- 2.5 hours
Tuesday	10 a.m. – 8:30 p.m.	Noon. – 8 p.m.	- 2.5 hours
Wednesday	10 a.m. – 8:30 p.m.	Noon – 8 p.m.	- 2.5 hours
Thursday	10 a.m. – 8:30 p.m.	10 a.m. – 5 p.m.	- 3.5 hours
Friday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
Saturday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
	56 hours	45 hours	- 11 hours

Center Street Library

	Current Hours	Proposed Hours	Change
Monday	1 p.m. – 8:30 p.m.	Noon – 8 p.m.	+ .5 hour
Tuesday	1 p.m. – 8:30 p.m.	Noon – 8 p.m.	+ .5 hour
Wednesday	10 a.m. – 8:30 p.m.	10 a.m. – 8 p.m.	- .5 hour
Thursday	10 a.m. – 8:30 p.m.	10 a.m. – 8 p.m.	- .5 hour
Friday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No Change
Saturday*	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No Change
*(Sept. – May)	50 hours	50 hours	No Change



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

October 6, 2008

To: Finance & Personnel Committee of the
Milwaukee Public Library Board of Trustees:
Chairman Marty Schreiber, Ald. Milele Coggs, Ald. Ashanti Hamilton,
Kathy Williams, David Riemer
Kevin Moloney, J.P. Morgan Asset Management
Taj Schoening
Bill Lenski

Fm: Paula A. Kiely
Library Director

Re: Finance & Personnel Committee Meeting
Wednesday October 15, 2008
8:00 a.m.-
Central Library, Meeting Room 1

MEETING NOTICE AND AGENDA

NEW BUSINESS

1. Quarterly Review of Fund Investments. The investment manager of the MPL Trust Fund will review the performance of the investments.
ACTION
2. Quarterly Report of the Internal Control of the MPL Trust and Gift Funds. Library Business Operations Manager Taj Schoening will report on internal accounting management.
ACTION
3. Other New Business.

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Make requests to the Library Director's Office at (414)286-3021, 286-2794 (FAX), 286-3062 (TDD), or Central Library, 814 W. Wisconsin Ave., Milwaukee, WI 53233 Attn: Accommodation Request.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
FINANCE & PERSONNEL COMMITTEE
MINUTES
Wednesday, October 15, 2008
Central Library
Meeting Room 1**

PRESENT: Sharon Cook, Art Harrington, David Riemer, Marty Schreiber,
Paula Kiely

EXCUSED: Ald. Milele Coggs, Ald. Ashanti Hamilton, Kathy Williams

STAFF

PRESENT: Bruce Gay, Bill Lenski, Taj Schoening, Crystal Sura, Paul Wilant

OTHERS Kevin Moloney, J.P. Morgan Securities, Inc.

PRESENT: Amy Hefter, Legislative Reference Bureau

The meeting of the Board of Trustees Finance & Personnel Committee was called to order by Chair Marty Schreiber at 8:05 a.m. on Wednesday October 15, 2008 with a quorum present.

1. **Quarterly Review of Fund Investments.** Chair Marty Schreiber introduced Mr. Kevin Moloney, Investment Specialist from JP Morgan Securities. The Board received the MPL Investment Performance Report ending September 30, 2008 prior to the meeting. Mr. Moloney provided the committee with an overview of the economy and market. He stated that the recent market capital infusion from the federal government was a move that will free up banks to lend to each other and free up money to lend to consumers and corporations. The market is expected to remain volatile. Director Kiely stated that she expects to come to the Committee in November with a recommendation for spending from the Trust Fund for library expenses in 2009 and asked Mr. Moloney for guidance. Mr. Moloney responded that the fund has decreased 14% since last year but approximately 50% of the fund is low-risk cash & fixed income which would allow for a withdrawal. The MPL Investment Performance Report was reviewed. No changes in investment allocations were recommended at this time. The Committee accepted the report. An account summary is attached at the end of these minutes.

No action was taken.

2. **Quarterly Report of the Internal Control of the MPL Trust and Gift Funds.** Library Business Operations Manager Taj Schoening reported to the Board that all reconciliations and statements have been reviewed and approved monthly and have been found to be in good order. The MPL Trust and Gift Funds Balance Sheet as of September 30, 2008 and the MPL Trust and Gift Funds Revenues and Expenditures through September 30, 2008 were distributed and are attached at the end of these minutes.

Informational item.

3. **Other New Business.** None.
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With no further business at hand, the meeting of the Library Board's Finance & Personnel Committee was adjourned at 8:25 a.m. on Wednesday, October 15, 2008.

MPL Trust and Gift Funds
Balance Sheet
As of September 30, 2008

	<u>Sep 30, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
Certificate of Deposit	310,000.00
Checking - US Bank	8,469.98
Common Stock	895.00
JPMorgan Chase Bank, NA	2,247,089.95
Total Checking/Savings	<u>2,566,454.93</u>
Total Current Assets	<u>2,566,454.93</u>
TOTAL ASSETS	<u>2,566,454.93</u>
LIABILITIES & EQUITY	
Equity	
Agency Balances	
Architectural Archives	6,513.99
Interlibrary Loan	274.79
Library for the Blind	139,072.39
Total Agency Balances	<u>145,861.17</u>
Restricted - Gift	
Adult Programming	-155.36
Bookfellows of Milwaukee	1,112.33
General Library Development	24,112.13
Great Lakes Marine	10,993.54
Little Memorial, Clara	1,019.29
Marketing	1,017.95
Milwaukee Photo Collection	10,792.77
Railroad Drawings	14,515.82
Staff Training	125.00
Total Restricted - Gift	<u>63,533.47</u>
Restricted - Trust	
Danziger	25,021.76
Goldstein	6,669.40
Hunkel	73,967.97
Total Restricted - Trust	<u>105,659.13</u>
Unrestricted - Trust Fund	2,510,430.75
Net Income	-259,029.59
Total Equity	<u>2,566,454.93</u>
TOTAL LIABILITIES & EQUITY	<u>2,566,454.93</u>

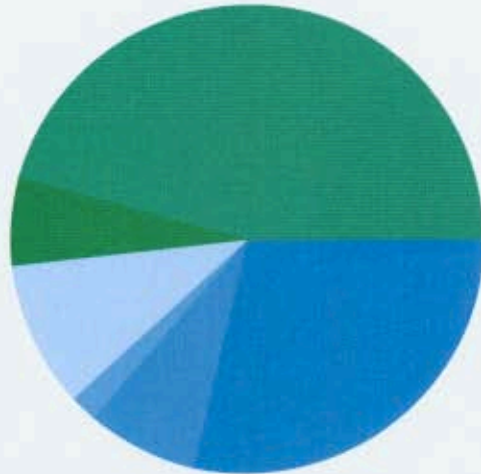
MPLTrust and Gift Funds
Revenues and Expenditures - Total All Funds
January through September 2008

	<u>Jan - Sep 08</u>
Ordinary Income/Expense	
Income	
Bequests	132,884.43
Facilities Rental	16,822.20
Gifts	4,457.50
Investment Income	
Gains and Losses	-412,480.07
Interest and Dividends	52,515.86
Total Investment Income	-359,964.21
Other Income	6,435.75
Sale of Materials	6,652.63
User Fees	1,470.00
Total Income	-191,241.70
Expense	
Equipment Purchases	13,126.21
Events	2,346.30
Honorarium	6,320.00
Library Materials	204.79
Memberships	1,567.00
Mileage	698.74
Miscellaneous Expenses	333.23
Outside Services	11,504.42
Photo Reproductions	1,007.69
Professional Fees	16,435.75
Sales Tax	-50.22
Supplies	10,174.06
Telephone	209.40
Training	3,910.52
Total Expense	67,787.89
Net Ordinary Income	-259,029.59
Net Income	<u>-259,029.59</u>

Asset allocation summary

Balanced

Current allocation



- Equity**
 - US Large Cap Eq
 - US Mid Cap Eq
 - US Small Cap Eq
 - Non US Eq
- Fixed Income**
 - Cash & Enhncd
 - US Fixed Inc

	Market Value 9/30/2008	Current % allocation
Equity	\$1,083,600	48.2%
US Large Cap Eq	\$645,749	28.7%
US Mid Cap Eq	\$169,968	7.6%
US Small Cap Eq	\$41,548	1.8%
Non US Eq	\$226,336	10.1%
Fixed Income	\$1,163,490	51.8%
Cash & Enhncd	\$137,105	6.1%
US Fixed Inc	\$1,026,384	45.7%
Total	\$2,247,090	100.0%

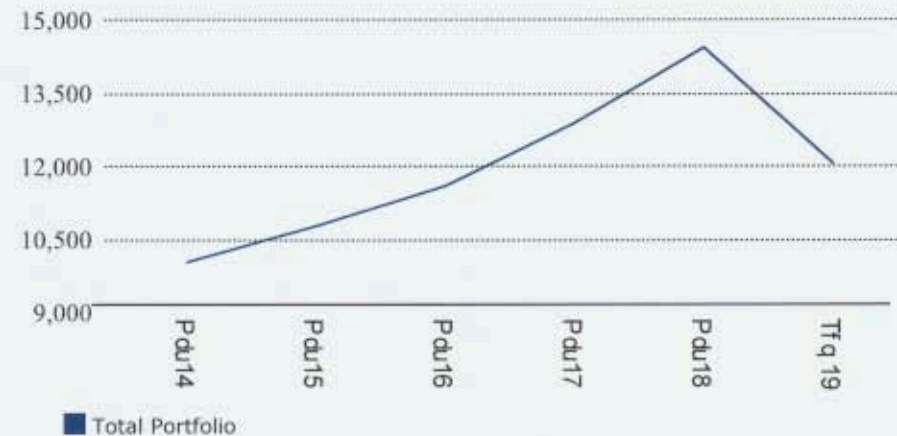
ATTACHMENT A-P, 12 of 14
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Analysis of change in summary market value

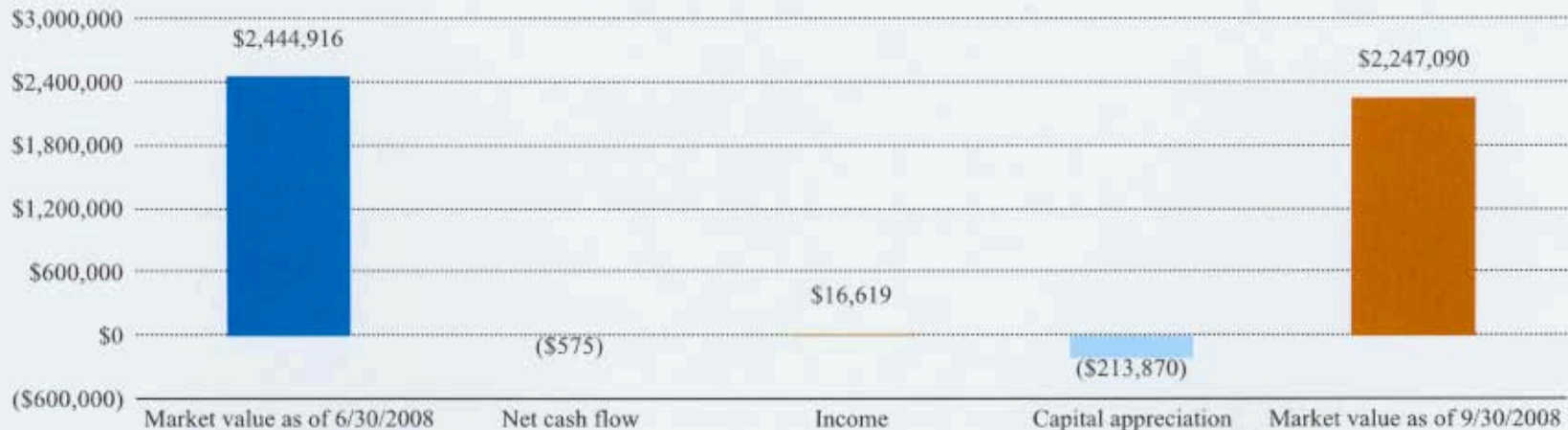
Summary market value

	6/30/2008- 9/30/2008	12/31/2007- 9/30/2008	Since inception 10/31/03
Beginning market value	\$2,444,916	\$2,615,915	\$2,550,558
Additions	\$0	\$0	\$266,123
Withdrawals	(\$575)	(\$5,396)	(\$1,048,857)
Fees	\$0	\$0	(\$23,635)
Net cash flow	(\$575)	(\$5,396)	(\$806,368)
Income	\$16,619	\$48,964	\$558,453
Capital appreciation	(\$213,870)	(\$412,392)	(\$55,553)
Ending market value	\$2,247,090	\$2,247,090	\$2,247,090

Growth of \$10,000



Performance



ATTACHMENT A-P. 13 of 14
MPL MINUTES 10/15/08
P. 15



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

October 7, 2008

To: Milwaukee Public Library Board of Trustees

Fr: Paula A. Kiely, Library Director

Re: **2009 MPL Board Meetings**

January 20, Tuesday	8:15 a.m.	Central Library*
February 17, Tuesday	8:15 a.m.	Central Library
March 17, Tuesday	8:15 a.m.	Central Library
April 22, Wednesday	8:15 a.m.	Villard Avenue Library · 3310 W. Villard Ave.
May 19, Tuesday	8:15 a.m.	Central Library
June 17, Wednesday	8:15 a.m.	East Library · 1910 E. North Ave.
July 21, Tuesday	8:15 a.m.	Central Library
August	Recess	
September 23, Wednesday	8:15 a.m.	Atkinson Library · 1960 W. Atkinson Ave.
October 21, Wednesday	8:15 a.m.	Central Library
November 18, Wednesday	8:15 a.m.	Central Library
December 15, Tuesday	8:15 a.m.	Central Library

* All Central Library meetings will be held in Meeting Room 1.

MILWAUKEE PUBLIC LIBRARY
Year 2009 Adopted Budget Overview

OPERATING BUDGET	2008 Adopted Budget	2009 Adopted Budget	Change from 2008 to 2009
Salaries and Wages	\$12,986,992	\$12,566,216	(\$420,776) -3%
Fringe Benefits	5,324,656	5,152,148	(172,508) -3%
Supplies and Materials	499,804	515,187	15,383 3%
Rental and Services	986,075	1,011,898	25,823 3%
Energy	748,800	754,415	5,615 1%
Equipment	227,297	218,849	(8,448) -4%
Books and Materials	1,682,024	1,571,010	(111,014) -7%
TOTAL	\$22,455,648	\$21,789,723	(\$665,925) -3%
TOTAL less Fringe Benefits	\$17,130,992	\$16,637,575	(\$493,417) -3%

SUMMARY

1. Salaries budgeted at 2006 rates (for non-management) with step increases.
2. Central Library hours cut from 60 to 54 per week.
3. Three neighborhood libraries hours remain at 2008 levels, eight cut to 45 hours per week.
4. Net loss of 19 positions. (- 26 operating; +1 grant funded; + 6 auxiliary)
5. Materials budget is decreased by \$111,014 from 2008 and \$215,812 from 2007.
6. Center Street Library will be funded with CDBG, except fringe benefits will be paid by city funds.
7. The 2009 budget includes \$4,144,000 for capital expenditures:
 - \$2,000,000 for first phase of RFID Project.
 - \$1,144,000 for Central Library roof, media room and building upgrades.
 - \$1,000,000 for the Villard Square Project.

**2009
Preferred Weekly Schedule**

Central Library¹

	Current Hours	Proposed Hours	Change
Monday	9 a.m. – 8:30 p.m.	9 a.m. – 7 p.m.	-1.5 hours
Tuesday	9 a.m. – 8:30 p.m.	9 a.m. – 7p.m.	-1.5 hours
Wednesday	9 a.m. – 8:30 p.m.	9 a.m. – 5:30 p.m.	-3 hours
Thursday	9 a.m. – 5:30 p.m.	9 a.m. – 5:30 p.m.	No change
Friday	9 a.m. – 5:30 p.m.	9 a.m. – 5:30 p.m.	No change
Saturday	9 a.m. – 5:30 p.m.	9 a.m. – 5:30 p.m.	No change
	60 hours	54 hours	-6 hours

Neighborhood Libraries Hours

Atkinson, Forest Home, ML King, Tippecanoe, Villard	Current Hours @ Five (5) locations	Proposed Hours @ these Five (5) locations	Change
Monday	1 p.m. – 8:30 p.m.	12:30 p.m. – 8:30 p.m.	+ .5 hours
Tuesday	1 p.m. – 8:30 p.m.	12:30 p.m. – 8:30 p.m.	+ .5 hours
Wednesday	1 p.m. – 8:30 p.m.	12:30 p.m. – 8:30 p.m.	+ .5 hours
Thursday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
Friday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
Saturday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
	43.5 hours	45 hours	+ 1.5 hours

Bay View, Capitol, East, Mill Road, Washington Park, Zablocki	Current Hours @ Six (6) locations	Proposed Hours @ Three (3) of these locations TBD	Change
Monday	10 a.m. – 8:30 p.m.	12:30 p.m. – 8:30 p.m.	- 2.5 hours
Tuesday	10 a.m. – 8:30 p.m.	12:30 p.m. – 8:30 p.m.	- 2.5 hours
Wednesday	10 a.m. – 8:30 p.m.	12:30 p.m. – 8:30 p.m.	- 2.5 hours
Thursday	10 a.m. – 8:30 p.m.	10 a.m. – 5 p.m.	- 3.5 hours
Friday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
Saturday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No change
	56 hours	45 hours	- 11 hours

TBD	Current Hours	Proposed Hours @ Three (3) locations TBD	Change
Monday	10 a.m. – 8:30 p.m.	10 a.m. – 8:30 p.m.	No Change
Tuesday	10 a.m. – 8:30 p.m.	10 a.m. – 8:30 p.m.	No Change
Wednesday	10 a.m. – 8:30 p.m.	10 a.m. – 8:30 p.m.	No Change
Thursday	10 a.m. – 8:30 p.m.	10 a.m. – 8:30 p.m.	No Change
Friday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No Change
Saturday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No Change
	56 hours	56 hours	None

Center Street Library

	Current Hours	Proposed Hours	Change
Monday	1 p.m. – 8:30 p.m.	1 p.m. – 8:30 p.m.	No Change
Tuesday	1 p.m. – 8:30 p.m.	1 p.m. – 8:30 p.m.	No Change
Wednesday	10 a.m. – 8:30 p.m.	10 a.m. – 8:30 p.m.	No Change
Thursday	10 a.m. – 8:30 p.m.	10 a.m. – 8:30 p.m.	No Change
Friday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No Change
Saturday	10 a.m. – 5 p.m.	10 a.m. – 5 p.m.	No Change
	50 hours	50 hours	No Change

System Totals

	Current Hours	Proposed Hours	Change
	663.5	632	-31.5 (-4.7%)

¹ Drive-in: Monday & Tuesday 8 a.m. – 6 p.m.
Wednesday - Friday 8 a.m. – 5 p.m.
Saturday 9 a.m. – 5 p.m.