

**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Wednesday December 17, 2008  
Central Library Meeting Room 1  
814 W. Wisconsin Ave.**

**PRESENT:** Ald.Milele Coggs, Sharon Cook, John Gurda, Ald. Ashanti Hamilton, Art Harrington, Ald. Nik Kovac, Joan Prince, David Riemer, Kathy Williams, Paula Kiely

**EXCUSED:** Dir. Charlene Hardin, Marty Schreiber

**STAFF** Bruce Gay, Joan Johnson, Sandra Melcher, Taj Schoening, Crystal Sura,  
**PRESENT:** Paul Wilant

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

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President David Riemer called the meeting of the Milwaukee Public Library Board of Trustees to order at 8:21 a.m. on December 17, 2008 with a quorum present. Art Harrington left at 8:30 a.m., Joan Prince left at 9:20 a.m., John Gurda and Sharon Cook left at 9:55 a.m. A quorum was maintained throughout the meeting.

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

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**PUBLIC COMMENT** None.

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**APPROVAL OF MINUTES** Trustee Prince moved and Trustee Harrington seconded a motion to approve the November 20, 2008 meeting minutes, shown as attachment A of the agenda packet.

Motion passed.

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**OLD BUSINESS**

1. **Overdue Fines.** Director Kiely referred to the memo, Book Return and Overdue Fines, dated December 8, 2008, attachment B, page 16 of the agenda. Ms. Kiely explained that the main purpose of fines is to encourage patrons to return their materials to the library in a timely fashion. In addition, overdue fines contribute to library revenue. Library administration asks the Board for approval to increase overdue fines for general materials to 15 cents per day (from 10 cents) with a maximum fee of \$5.00 effective May 4, 2009. The Library will conduct an education campaign to encourage the more timely return of materials. Trustee Prince asked what information was guiding the decision and commented that an education campaign may be more effective if focused in the areas of the community where it is going to make a difference. Trustee Gurda asked how much revenue is received from fines. Ms. Kiely stated that the City's Budget Office estimated an increase of \$50,000 annually. Trustee Hamilton stated that it is a positive step in taking an active role in finding revenue resources. Trustee Gurda stated that this is not a

1. **Overdue Fines.** (continued)

good time to raise fines after cutting library hours. Trustee Williams stated that the campaign could coincide with the new library card and promote responsible use of the library and its materials. Discussion ensued. Trustee Prince moved and Trustee Cook seconded a motion to approve an increase in overdue fines for general materials to 15 cents. The motion carried favorably by a vote of seven to one.

Motion passed.

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2. **Media Holds Update.** Ms. Kiely stated that the media holds policy was revisited at the November 20, 2008 meeting. At that time, the Board agreed to further the negotiations of partially restoring the media holds service at Central Library and four neighborhood libraries. A memo presenting the proposal was sent to Milwaukee County Federated Library System (MCFLS) Board President Paul Ziehler. The proposal was discussed at the MCFLS Board meeting on December 15, 2008 with no action taken. The MCFLS member Directors will review the proposal with their respective library boards and the item will be further discussed at the January MCFLS Board meeting with action likely. A copy of the memo, Proposal to Reinstate Media Holds at Milwaukee Public Library, dated December 8, 2008 is attached at the end of these minutes.

Informational item.

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**NEW BUSINESS**

3. **Resolution Honoring Kathy Williams for her Service on Library Board.** President David Riemer presented a resolution of appreciation to Trustee Williams. Ms. Williams commented that it was her privilege to serve on the Board along with the other devoted members and dedicated library staff. Trustee Cook moved and Trustee Prince seconded a motion to approve the resolution. Mayor Tom Barrett was also present and offered his congratulations.

Motion passed.

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4. **ICMA – Public Library Innovation Grant.** Library Director Paula Kiely sought approval to apply for and accept \$60,000 in grant funds from the International / City / County Management Association and provided an update on other recent grant activity. Trustee Cook moved and Trustee Gurda seconded a motion to apply and accept the ICMA grant.

Motion passed.

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5. **MPL Finance & Personnel Committee.** Chair David Riemer reported out from the December 17, 2008 MPL Finance & Personnel Committee. The Committee discussed and voted unanimously to approve a contract award to Valerie Reinke, for \$40,000 to develop an evaluation tool for the Ready to Read with Books2Go/Libros Para Llevar program. The contract will be funded by the Milwaukee Public Library Foundation. Trustee Cook moved and Trustee Harrington seconded a motion to award the contract, as recommended by the MPL Finance & Personnel Committee, to Valerie Reinke. The Board agreed on a suggestion made by Trustee Harrington to send a letter of appreciation to the MPL Foundation.

Motion passed.

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6. **MPL Bylaws Committee.** Chair Joan Prince referred to item five in the November 20, 2008 minutes, attachment A of the agenda. Trustee Prince reported that the Bylaws Committee has met twice. The guiding principles in the bylaws revision are: to understand that the bylaws are a legal document to guide the board in what they do for the library; to review with the purpose of adding effectiveness and value; to update verbiage, committee names and titles; and to make informed additions by seeking legal opinions if necessary. Items to be reviewed by the Board include: process for changing bylaws; public comment guidelines; meeting via teleconference; voting via email; meeting 'schedule'; and discussion of non trustees on committees and subcommittees. The Board can expect a document for review next month with an accompanying letter that asks for submissions to be made in writing. Trustee Prince plans to discuss those submissions prior to the meeting to allow for a more focused review with the full Board. Ms. Prince stated that the Committee is on track to present a final document to the full Board at the regular March meeting. President Riemer encouraged trustees to contact Director Kiely or Chair Prince if they have ideas on bylaws changes.

Informational item.

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7. **Plan for 2010 Budget.** President Riemer reported that he met with Common Council President Willie Hines, along with Director Kiely and Trustee Kovac, regarding the budget process. Ms. Kiely referred to the Library Budget 2010 Planner, attachment E, page 21 of the agenda. Library administration and the Board will continue discussion on the outlook for the budget. Ms. Kiely added that the message from the meeting was to rethink how the library delivers services. President Hines noted that the City's growth is over and the library is functioning on a system built during stronger economic times. Trustee Hamilton noted that it may be time to implement strategies from the MPL Strategic Plan and the MPL Facilities Plan, which may mean changing the library system to maintain services. Many of the ideas from those plans are creative ways for MPL to move toward twenty-first century literacy while maintaining efficiency and excellence. Trustee Coggs stated that the library needs to find a way for the citizens of Milwaukee to realize the library's value in the community and be advocates for our cause. Trustee Kovac mentioned the regional library and express center models and suggested that the Board give their opinions on those ideas. Trustee Cook added that it is clear that the budget will expedite changes and she would prefer discussion with more specific options so decisions and conclusions can be made. Trustee Gurda agreed that administration and the board need to move toward a sustainable library structure. President Riemer asked that this be a continuing item on the Board agenda and encouraged members to communicate with Director Kiely to ensure that all ideas are examined.

Informational item.

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8. **Holiday Book Exchange.** Donations of books and monetary contributions were made to the library from the Board of Trustees.

Informational item.

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**ADMINISTRATIVE REPORTS**

9. **Personnel Actions**. Personnel actions, attachment F, page 23 of the agenda, were presented and reviewed.

Informational item.

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10. **Financial Report**. The financial report, attachment G, page 24 was reviewed. The investment activity listed below was noted for the record:

U. S. Bank Certificate of Deposit #266055534 dated 11/03/08 and maturing 12/03/08 at a rate of 1.30%.....\$310,000.

Informational item

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11. **Library Director's Reports**. The Library Director's Reports, attachment H, page 25 of the agenda was presented. Ms. Kiely highlighted the FINRA Investor Education Foundation Grant which has been a successful project bringing over \$70,000 to MPL to offer financial literacy to library patrons in the Milwaukee area.

The circulation, patron, and electronic statistical reports were reviewed.

Informational item.

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**ADDITIONAL NEW BUSINESS**. Ms. Kiely announced that Literacy & Extension Services

Coordinator Dawn Lauber has been involved in a workgroup with the Faye McBeath Foundation as the library's representative with an interest in serving members of the community who have visual handicaps. The Faye McBeath Foundation's goal is to bring organizations with similar missions together to drive discussions that may lead to a collaborative project. The Board will receive follow-up information as developments occur.

Ms. Kiely reported that she was invited to a luncheon by the Alpha Kappa Alpha Sorority on December 6, 2008 to accept an Exceptional Service Partner Award recognizing MPL for hosting the AKA Money Camp for Kids. The camps teach children basic money management to support financial literacy and were held at neighborhood libraries.

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With no further business, the Milwaukee Public Library Board of Trustees meeting of December 17, 2008 was adjourned at 10:06 a.m.

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