

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday January 20, 2009
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Ald. Milele Coggs, Sharon Cook, Art Harrington, David Riemer,
Marty Schreiber, Paula Kiely

EXCUSED: John Gurda, Ald. Ashanti Hamilton, Dir. Charlene Hardin, Ald. Nik Kovac,
Joan Prince

STAFF Meg Diaz, Bruce Gay, Joan Johnson, Bill Lenski, Sandra Melcher,
PRESENT: Sandy Rusch Walton, Crystal Sura, Paul Wilant

OTHERS Amy Hefter, Legislative Reference Bureau
PRESENT: Jake Miller, Budget and Policy Division
Del Wilson, Uihlein Wilson Architects

President David Riemer called the meeting of the Milwaukee Public Library Board of Trustees to order at 8:22 a.m. on January 20, 2009 with a quorum present. Trustee Harrington left the meeting at 9:40 a.m. at which time a quorum was lost. All action items were voted on 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 Cook moved and Trustee Schreiber seconded a motion to approve the December 17, 2008 meeting minutes, shown as attachment A of the agenda packet.

Motion passed.

OLD BUSINESS

1. **Media Holds Update.** Director Kiely referred to the memo, Limited Reinstatement of Media Holds Service, dated January 12, 2009, attachment B, page 13 of the agenda. Ms. Kiely explained that library administrators developed a compromise policy change to provide a limited reinstatement of media holds service. This compromise was supported by a majority of suburban library directors and was unanimously approved by the Milwaukee County Federated Library System (MCFLS) Board. The MCFLS Board also agreed to provide technical and staff support to implement the policy. The new policy would allow patrons to hold the entertainment media collections owned by Central, East, Bay View, Center Street, and Capitol Libraries. The collections at the remaining eight libraries, those with fewer hours and staff, will continue to be browsing only with the exception of unique items. Unique items will be holdable, making all titles available for county residents to hold, but not all copies. Operational efficiencies will allow MPL to implement this service with no fiscal impact.

1. **Media Holds Update.** (continued)

The MCFLS Board also supported reducing the per-patron holds limit for all participating libraries to 15, making this a consistent standard at all locations. Trustee Cook moved approval to adopt the new policy for limited reinstatement of the media holds service at the Milwaukee Public Library to be effective on February 16, 2009.

Trustee Harrington seconded the motion.

Motion passed.

2. **Media Room.** Ms. Kiely stated that the Central Library media room project was initially discussed in January of 2007 when the library received a gift of \$150,000 and the City of Milwaukee committed \$250,000 for the renovation. Ms. Kiely shared that over 44% of the Central Library circulation is adult media. The media room was not renovated during the Central Library renovation. During past Building & Development Committee and full Board discussions, excitement for the project was expressed to create a space that had a “wow factor.” The media room renovation project planning group established these key points: organization of the collection; cohesive design; flexible, collaborate spaces to support public needs and library programs; and, anticipation of changing media and technology. The project meets an objective of the MPL Strategic Plan – the Central Library will open a space for using and demonstrating new technology – with an end goal of increasing patron satisfaction when using the media collection. Ms. Kiely asked for Board consensus to move forward with the media room renovation project. Mr. Del Wilson of Uihlein Wilson Architects provided slides for the renovated media room. Trustee Harrington asked how long the project would take. Mr. Wilson replied that the project could be completed before the end of this year. Trustee Cook inquired how this project fits in with the 2010 budget and how the project will be viewed within the changing neighborhood library system. Ms. Kiely responded that Central Library works in conjunction with how a new neighborhood system might be designed in the future. Trustee Schreiber noted that if the new media room model is a learning center, he would like to ask the question, what does this community need as it relates to a multi-media center? He added that these are not ordinary budgetary times. Ms. Kiely stated that the collaborative-learning method is how students are being taught at both the K-12 and university level. After further discussion, President Riemer stated that this project will be held for future consideration.

Informational item.

3. **Educational Campaign for Fine Increase.** Director Kiely reminded the Board that at the December 17, 2008 meeting, the Board approved an increase to overdue fines for general materials to 15 cents per day with the caveat that the library would conduct an educational campaign about returning materials on time. Marketing and Public Relations Officer Sandy Rusch Walton reported on the “Bring ‘Em Back on Time & Save Money” campaign. The campaign to educate library patrons on this policy has begun with signage and bookmarks being distributed to all MPL locations in an effort to remind patrons that the increase in overdue fines will have no effect on them if materials are brought back to the library on time. The fine increase for most library materials will take effect on May 4, 2009.

Informational item.

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4. **Gift Policy Update.** Central Library and Special Projects Director Joan Johnson provided a follow-up report on the Gift Policy that was revised in October 2008. The policy was changed to have most book donations received by the Friends of the Milwaukee Public Library at the Central Library's Bookseller. The procedures are in place. The flyers, communicating the change, have been distributed. The Friends volunteers have been receiving the gifts since January 2, 2009 and report that the operation is going satisfactorily. Donations that are not added to the library collections may be sold by the Friends. All proceeds from Bookseller sales are returned to the library.

Informational item.

5. **2010 Budget.** Director Kiely stated that there are no new developments regarding the library's 2010 budget. The library had their Accountability in Management (AIM) meeting with the Mayor on January 15, 2009. Discussion revolved around 2008 statistics and how the library will be measuring performance in 2009. Ms. Kiely added that she is working with the administrative team to look for immediate savings in preparation for the next budget process. The MPL managers have been asked to provide ideas on how they are going to create efficiencies in their own department. Trustee Harrington asked what involvement the library had in developing items for the City of Milwaukee's federal economic stimulus package sent to the President Obama and the state government. Ms. Kiely responded that every city department head was asked to submit items. The library used the capital budget as a guide and submitted requests corresponding to those projects. Trustee Harrington suggested that someone connected to the library follow the stimulus package to make sure the library's projects are part of the plan. Ms. Kiely invited the Board to attend Library Legislative Day sponsored by the Wisconsin Library Association, which will be held in Madison on February 3, 2009. This is an opportunity to talk with state legislators about issues facing the library.

Informational item.

6. **Villard Square Update.** Ms. Kiely referred to the memo, Villard Square Development – Update, dated January 12, 2009, attachment C, page 14 of the agenda. Ms. Kiely stated that her two concerns associated with the Villard Square project are the build-out costs budgeted at \$41 per square foot and the lack of surface parking. Progress has been made in improving the budget for build-out costs, but the developer continues to look for a resolution to the parking issue. The library has established a planning timeline in preparation to move forward if the tax credit application is successful.

Informational item.

COMMITTEE REPORTS

7. **Finance & Personnel Committee.** Chair Marty Schreiber reported out from the January 20, 2009 meeting. Being that all the Board members were present for the Finance & Personnel Committee meeting, Trustee Schreiber moved to accept the MPL Trust Fund investment report given by Mr. Kevin Maloney. Trustee Cook seconded the motion

7. **Finance & Personnel Committee.** (continued)
which was adopted without objection. The agenda, minutes, including the investment account summary are attached at the end of these minutes.
Motion passed.
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8. **Bylaws Committee.** The Bylaws Committee met on January 9, 2009. The third revision to the Bylaws that resulted from changes made during the meeting has been distributed to the Bylaws Committee. The proposed revised Bylaws document, highlighting changes, will be distributed to the full Board for review and comment by weeks end. The January 9, 2009 Bylaws Committee agenda and minutes are attached.
Informational item.
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NEW BUSINESS

9. **“The Bookworm” Loan.** Director Kiely referred to the memo, Request for Loan of *The Bookworm (Der Bucherwurm)* dated January 13, 2009, attachment E, page 20 of the agenda. Ms. Kiely explained the loan request from the Milwaukee School of Engineering’s Grohmann Museum for the painting owned by MPL. Ms. Kiely added that this loan is a great opportunity for cross-cultural partnering with a new museum. She and Assistant Director Joan Johnson met with the museum’s director and curator and is confident that the “The Bookworm” painting will be handled professionally and with care. Trustee Cook moved to accept the request for loan of “The Bookworm” to MSOE’s Grohmann Museum to exhibit from January 27-July 30, 2009, including obtaining an appraisal and insurance with the Milwaukee Public Library Board of Trustees listed as the beneficiary as evidenced by certificates of insurance. Trustee Harrington seconded the motion.
Motion passed.
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10. **The Language of Conservation: National Replication Project.** In the interest of time, this item was held over for the regular Board meeting on February 17, 2009.
Informational item.
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11. **CountyCat Features.** In the interest of time, this item was held over for the regular Board meeting on February 17, 2009.
Informational item.
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ADMINISTRATIVE REPORTS

12. **Personnel Actions.** Personnel actions, attachment F, page 22 of the agenda, were presented and reviewed.
Informational item.
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13. **Financial Report.** The investment activity listed below was noted for the record:
U. S. Bank Certificate of Deposit #486032800 dated 12/03/08 and maturing 01/02/09 at a rate of 0.85%.....\$270,000.
Informational item.
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14. **Library Director's Reports.** The Library Director's Reports, attachment G, page 24 of the agenda was presented. Circulation has increased by 11% in December. Patron count has increased almost 6% in December. The electronic statistics were reviewed. The quarterly computer use report was reviewed. Computer use has increased in 2008 by 3.5%.

Informational item.

ADDITIONAL NEW BUSINESS. Ms. Kiely acknowledged the closing of Harry W. Schwartz Bookshops noting the loss to the city, the readers in the community, and the loss of a valued library partner.

Thanks were given to Neighborhood Libraries and Community Partnerships Director Sandra Melcher and the staff that volunteered to work overtime in support of Martin Luther King Library which remained open during the holiday to celebrate Martin Luther King Jr. Day. Trustee Coggs was also in attendance and shared a few inspiring words during the events of the day.

With no further business, the Milwaukee Public Library Board of Trustees meeting of January 20, 2009 was adjourned at 9:50 a.m.
