

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday March 17, 2009
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Ald. Milele Coggs, Sharon Cook, John Gurda, Art Harrington,
Joan Prince, David Riemer, Marty Schreiber, Gretchen Schuldt, Paula Kiely

EXCUSED: Ald. Ashanti Hamilton, Dir. Charlene Hardin, Ald. Nik Kovac

STAFF Meg Diaz, Bruce Gay, Joan Johnson, Dawn Lauber, Taj Schoening,

PRESENT: Crystal Sura, Paul Wilant

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: 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 8:15 a.m. on March 17, 2009 with a quorum present. Marty Schreiber left at 8:45 a.m. Art Harrington left at 9:09 a.m. A quorum was maintained throughout the meeting.

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

PUBLIC COMMENT None.

President Riemer extended his congratulations to Ms. Joan Johnson on her promotion to Deputy Library Director of Public Services.

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

Motion passed.

OLD BUSINESS

1. **Bylaws Revision.** Bylaws Committee Chair Joan Prince referred to attachment B, page 17 of the agenda. The Committee's responsibility was to review and update the MPL Bylaws in order to meet current practices. The Committee met several times. The full Board received drafts for review and comment. The City Attorney also reviewed the bylaws and the final draft attached incorporates his recommended changes. Trustee Prince added that some information from the original bylaws that was considered procedural has been moved to a Board Operating Guidelines manual. Once the Bylaws are approved, the guidelines manual will be submitted to the Board President and the Library Director for further action if necessary. Trustee Prince moved and Trustee Schreiber seconded a motion that the Board adopt the revised MPL Bylaws as presented. Trustees Cook and Riemer requested a few minor changes to Article II, Section 4; Article III, Section 3; Article VII, Section 1; Article VII, Section 2; and, Article VIII, Section 1.

1. **Bylaws Revision**. (continued)

Trustee Prince made a friendly amendment to the motion accepting the submitted changes. The changes will be made along with an addition of a statement indicating Board approval.

Motion passed.

2. **Board Vacancies**. President Riemer announced that MPS Superintendent William Andrekopoulos appointed Gretchen Schuldt to the MPL Board. Mr. Riemer welcomed Ms. Schuldt who serves as ex-officio and replaces Ms. Kathy Williams who resigned in December of 2008. Ms. Schuldt expressed her support of the library and its mission.

Informational item.

COMMITTEE REPORTS

3. **Strategy Committee**. Committee Chair David Riemer referred to the March 4, 2009 Strategy Committee minutes, attachment D, page 29 of the agenda. Ms. Kiely explained that the purpose of the Strategy Committee was to begin to evaluate the cost of different types of libraries. Total operating costs for two current branches, a 30,000 square foot regional (also referred to as the area library), a mixed use facility and express center models were reviewed. Mr. Jake Miller, library budget analyst, summarized the cost-benefit analysis that he had prepared. President Riemer clarified the idea of an area library stating that two older neighborhood libraries that require renovation would be closed and a new library would be built to replace them. Trustee Cook asked if the City can continue to operate a neighborhood library in ten years. Ms. Kiely replied that due to budget reductions, the library cannot maintain staffing levels that would provide the services that are in demand at some locations. Ms. Kiely added that by combining libraries into one larger library, there is an economy of scale allowing similar level library services to be provided. Patrons differ, from the remote user to the user who needs the access to the computer technology and the guidance of the library staff. Trustee Schuldt asked what the level of staffing and hours would be for express center models. Ms. Kiely stated that the express center model was calculated with 2 FTE assuming two overlapping afternoon shifts of about forty hours per week. Trustee Schuldt asked if library administration has measured how many patrons at each library are driving to the library. She feels strongly that access be preserved. Ms. Kiely responded that to gather reliable data would require another survey and a larger pool of participants. Ms. Kiely added that the library does have access to maps that indicate ownership of automobiles which offers some insight. Trustee Cook suggested that a narrative explaining the service and collections at each model would be helpful in making a decision as to which model to support. Trustee Coggs stated that, as a Council member, she would like to know what the financial savings of the proposal would be, what the selling points are beyond the savings, and how the library expects to continue to provide quality service. Trustee Coggs added that it may be necessary to demonstrate the fact that maintenance and upkeep of the current libraries will be costly. The information should be provided in a comprehensible way that justifies the decision and allows those

3. **Strategy Committee.** (continued)

that voted for it to feel confident in explaining the facts to the community. The financial impact, job loss or gain, actual potential physical locations, and how the proposed library system will differ from the current system need to be outlined. Trustee Gurda commented that the system is definitely losing but decreased budgets necessitate the change. President Riemer stated the past library budgets reduced hours and cut staff. The assumption for the proposed budget in 2010 would be that open hours remain the same. President Riemer asked that a column on number of employees be added to the Costs by Various Scenarios spreadsheet. President Riemer noted that the next Strategy Committee is scheduled for April 15, 2009. At that meeting, Director Kiely will provide more specific data that will enable the Board to make an informed decision regarding the proposed budget and feel comfortable with the process.

Informational item.

4. **Building & Development Committee.** Committee Chair John Gurda referred to the March 5, 2009 Building & Development Committee meeting minutes, attachment E, page 37 of the agenda. The attachment includes a Central Library maintenance schedule that demonstrates how well-managed the building is and the importance of its maintenance.

The second item discussed at the committee meeting was a timeline for the Villard Square Project. Library administration developed the planning timeline and a building plan so they would be prepared to move forward with the project if the tax credits from the Wisconsin Housing and Economic Development Authority are awarded to the project developer, Gorman & Company. The tax credit awards are expected to be announced in April.

Informational item.

NEW BUSINESS

5. **Milwaukee Journal Sentinel and Google Project.** Director Kiely summarized the Request to Loan Microfilm memo dated March 9, 2009, attachment F, page 49 of the agenda. She stated that the Milwaukee Journal Sentinel has requested to borrow the Milwaukee Public Library's master microfilm for the Journal and the Sentinel and grant Google permission to scan these films. Google will index the entire newspaper and make the articles available online at no cost to the public. Trustee Gurda noted that this service will be invaluable to researchers. Trustee Gurda moved approval to lend use of the master microfilm of the Milwaukee Journal (1910-1920) and the Milwaukee Sentinel (1837-1909) to Google for the purpose of scanning the information for the benefit of the Milwaukee Journal Sentinel and its participation in Google News. Trustee Harrington advised Director Kiely to send a letter of the library's expectations of due care of the collection, while acknowledging the benefit to the public, and the appreciation of the partnership with the Milwaukee Journal Sentinel.

Motion passed.

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6. **Milwaukee County Federated Library System (MCFLS) Task Force.** Director Kiely explained that President Riemer received the letter from MCFLS President Paul Ziehler, attachment G, page 51 of the agenda. Mr. Ziehler intends to form an ad hoc task force of local library and system members to identify inconsistencies in the MCFLS Member Agreement on library service responsibilities that are considered as local authority from those that are MCFLS or system responsibilities. Trustee Harrington supported the formation of the task force. Trustee Gurda asked if the State mandates the levels of library service. Ms. Kiely responded that the State requires similar service and interlibrary loan. President Riemer asked Trustee Prince, immediate past-president of the MPL Board, to be the Board's representative on the task force. Trustee Harrington moved and Trustee Prince seconded a motion to support the MCFLS task force to review the member agreement with Trustee Prince as MPL's representative. Director Kiely will draft a response letter for President Riemer to send.

Motion passed.

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7. **Strategic Plan.** Director Kiely distributed an updated chart, dated February 27, 2009, of objectives and action steps from the Strategic Plan. The chart has been revised to combine the Central Library with the Neighborhood Libraries to focus on public services that are consistently executed throughout the system as a whole. After a brief review, the Board accepted the update on the progress of the 2006-2009 Strategic Plan.

Informational item.

ADMINISTRATIVE REPORTS

8. **Personnel Actions.** Personnel actions, attachment H, page 52 of the agenda, were presented and reviewed. Ms. Kiely highlighted the appointment of Security Manager Michael Weber noting that this is newly created position to provide support for all public service operations.

Informational item.

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9. **Financial Report.** The Financial reports for December 2008 and February 2009 were reviewed. The investment activity listed below was noted for the record:

U. S. Bank Certificate of Deposit #362072944 dated 02/02/09 and maturing 03/04/09 at a rate of 0.24%.....\$335,000.

Informational item.

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10. **Library Director's Reports.** The Library Director's Reports, attachment J, page 56 of the agenda was presented. Ms. Kiely brought to the Board's attention that Library Administration is working with the Mayor's Office and the Budget Office in identifying projects that could be submitted for possible funding with stimulus money.

Patron and Circulation and Electronic statistical reports were reviewed.

Informational item.

ADDITIONAL NEW BUSINESS. None.

With no further business, the Milwaukee Public Library Board of Trustees meeting of March 17, 2009 was adjourned at 9:50 a.m.
