

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday July 21, 2009
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Ald. Milele Coggs, Ald. Ashanti Hamilton, Art Harrington, Ald. Nik Kovac, Joan Prince, David Riemer, Gretchen Schuldt, Paula Kiely

EXCUSED: Sharon Cook, John Gurda, Marty Schreiber, Dir. Bruce Thompson

STAFF Meg Diaz, Bruce Gay, Kelly Hughbanks, Joan Johnson, Dawn Lauber,

PRESENT: Bill Lenski, Kathryn Mlsna, Sandy Rusch Walton, Taj Schoening, Crystal Sura, Paul Wilant, Judy Zemke

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Jake Miller, Budget and Policy Division
Kevin Moloney, JP Morgan

President David Riemer called the meeting of the Milwaukee Public Library Board of Trustees to order at 8:19 a.m. on July 21, 2009. A quorum was attained at 9:00 a.m. 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 Prince moved and Trustee Hamilton seconded a motion to approve the June 17, 2009 meeting minutes, shown as attachment A of the agenda packet.

OLD BUSINESS

1. **2010 Budget and Long Term Library Facilities.** President Riemer complimented the Board on their involvement in evaluating the library's future and developing a long-term facilities plan. He stated that the Board's input is valuable. He added that he is confident that the community meetings to discuss future library facilities planning will also be beneficial to the process in establishing a plan for the city. Director Kiely referred to informational posterboards and hand-outs that will be on display at the meetings. Ms. Kiely expressed her gratitude to the administrative team, along with Chris Murphy and Gwen Long in the Communications and Marketing Department who produced the boards displaying models and options. The display was reviewed and comments welcomed. The information will be available on the library's webpage. A few Board members will be attending each of the eight community open houses scheduled from July 22 through August 26 to engage conversation. All the meetings will be held in the evening at different neighborhood library locations. Community members will be asked to leave comments on a feedback form or online. The public comments will be reported back to the Board and made public. Trustee Schuldt asked if it is appropriate to lead patrons to

1. **2010 Budget and Long Term Library Facilities.** (continued)
an upcoming public hearing where they can voice their opinion. President Riemer suggested holding another meeting. Trustee Kovac suggested being flexible to allow for public comment, giving people the opportunity to hear each other, rather than holding a ninth meeting. The Board agreed that group discussion will be held at the end of each community session.
Informational item.
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2. **MCFLS Survey.** Director Kiely reported that at the June 17, 2009 Board meeting, there was discussion regarding the Milwaukee County Federated Library System (MCFLS) survey. The survey was sent from the MCFLS Board to all the system library board members to prepare for an upcoming listening session. Since that meeting, the MPL Board decided to communicate their survey responses collectively. A draft letter addressed to MCFLS Board President Paul Ziehler, listing MPL's responses to the survey questions, was shared with the MPL Board previously by email. The draft letter was distributed for review. President Riemer entertained a motion to approve sending the letter on behalf of the MPL Board, in response to the MCFLS survey, to Mr. Ziehler. Trustee Prince moved and Trustee Harrington seconded a motion to approve the letter. Trustee Harrington advised adding an introductory statement of appreciation of the system. Trustee Prince agreed to allow the modification of the motion. Trustee Schuldt asked if there is a systematic way to share information among the members in the system. Ms. Kiely responded that a Library Directors Advisory Council meets monthly.
Motion passed.
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COMMITTEE REPORTS

3. **Finance & Personnel Committee.** In the absence of Committee Chair Marty Schreiber, Trustee Gretchen Schuldt was temporarily appointed acting committee chair. President Riemer reported out from the Finance & Personnel meeting that took place earlier. The Board received the reports prior to the meeting. The Budget & Finance Committee accepted the reports as presented by Mr. Kevin Moloney, JP Morgan investment manager, who reviewed the performance of the investments. No changes in investment strategy were recommended. Trustee Schuldt moved and Trustee Prince seconded a motion to accept the investment report. At the committee meeting, Library Business Operations Manager Taj Schoening reported that all reconciliations and statements have been found to be in good order. The agenda and minutes from the July 21, 2009 Finance & Personnel Committee meeting are attached.
Motion passed.
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4. **Library Building & Development Committee.** In the absence of Committee Chair John Gurda, Trustee Gretchen Schuldt reported that the Building & Development Committee met on July 14, 2009. Trustee Schuldt stated that the committee discussed different approaches for the RFP process to hire an architect for the library build-out phase of the Villard Square project. The Committee recommends using the negotiated approach for the RFP process which will require a letter of interest and experience be

4. **Library Building & Development Committee.** (continued)

sent to the library. Top applicants will be invited to make a presentation to the committee and others involved in the project. Trustee Schuldt moved to accept the Committee's recommendation on the negotiated approach RFP process. Trustee Hamilton seconded the motion.

Motion passed.

The Committee also reviewed the Central Library drive-through renovation project. Library Director Paula Kiely asked the Committee for approval to move forward with the renovation of the drive-through using \$250,000 of capital funds that were originally allocated for the Central Library media room renovation. The funds need to be expended in 2009. Other funding is being sought from a donor. Trustee Schuldt moved and Trustee Prince seconded a motion to reallocate \$250,000 of library capital funds, from media room to drive through, pending donor support as recommended by the Building and Development Committee.

Motion passed.

The Building and Development Committee recommends approval of a fixed quarterly meeting schedule for the Committee. Trustee Schuldt moved and Trustee seconded a motion for a quarterly schedule of meetings. President Riemer stated without objection the item is agreed upon. The agenda, committee meeting minutes, Villard Avenue Library and Housing presentation documents, the Villard Square Neighborhood Library Project Estimated Expenses worksheet and the Villard Square Library Planning Timeline document are attached at the end of these minutes.

The Building & Development Committee meeting was held on July 21, 2009 regarding approval to award a contract for the Central Library Green Roof project. In the absence of Committee Chair John Gurda, Trustee Joan Prince was temporarily appointed acting chair. Trustee Prince stated that the Building & Development Committee brings the recommendation to the full Board for approval of the contract for the Central Library Green Roof project. The recommendation from the committee is to award the Green Roof Project to F.J. Christiansen Roofing Co. for the removal of the current roofing material over the annex of the Central Library and installation of a green roof platform and photovoltaics. F.J. Christianson was the low-bidder on the project at \$1,088,000 and they have experience in green roof applications. President Riemer added that all requirements of the project were met in the submitted proposal. Trustee Prince moved and Trustee Hamilton seconded a motion to accept the recommendation of the Library Building and Development Committee. The agenda, committee meeting minutes, and the Contract Award for Green Roof Project memo are attached at the end of these minutes.

Motion passed.

NEW BUSINESS

5. **Proposed Change to Work Rules.** The Board agreed that this item be held over until the next regular meeting.

No action was taken.

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6. **Legislative Request.** President Riemer referred to the memo dated July 9, 2009 titled Library Board Quorum and Legislative Change, attachment C, page 22 of the agenda. President Riemer explained that the Wisconsin State Statutes defines the library board as twelve members and states that seven constitute a quorum regardless if all seats are filled. The proposal is to ask the City of Milwaukee Intergovernmental Relations Office to seek a change to the Wisconsin state law to allow a quorum to be a majority of the appointed members of the Board. Trustee Harrington moved approval. Trustee Kovac seconded the motion.

Motion passed.

7. **Archives Award.** Director Kiely referred to a letter dated June 23, 2009 from State Archivist and Director of Archives Peter Gottlieb, attachment D, page 23 of the agenda. MPL and the Wisconsin Marine Historical Society have been recognized for the excellent work in collecting, preserving and promoting archival materials on the maritime history of the Great Lakes, with the 2009 Governor's Archives Award for Archival Achievement. Working on a project called the Ship Shape Program, MPL digitized more than 10,000 Great Lakes ship files, formerly owned by Herman Runge. Thanks to Humanities and Archives Librarians Virginia Schwartz and Carolyn Colwell for nominating the library. A reception to accept the award will be planned in October which is National Archives Month.

Informational item.

8. **MPL Foundation Activities.** MPL Foundation Director Meg Diaz reported that the Foundation is approximately 20% ahead of last year's contributions. Recent grants received by the MPL Foundation include \$50,000 from Jane Bradley Pettit Foundation and a \$50,000 grant from the Herzfeld Foundation to support the early literacy program Ready to Read with Books2Go; the Penworthy Company supplied a \$10,000 for children's programming; and, the Milwaukee County Genealogical Society provided an \$8,000 grant to enhance electronic resources that their group uses at the library. Ms. Diaz announced the 2009 Benjamin Franklin Award Celebration honoring Robert Mariano, Chairman and CEO of Roundy's, will be held on Thursday October 22, 2009. Roundy's has been a primary supporter of literacy and has provided in-kind cash support to the Foundation for many years. The Friends of MPL have initiated a "Please Welcome Back to the Friends" campaign with the leadership of Valerie Lorenz, Director of Annual Giving. All of the lapsed member received a "See What Your Missing at the Library" brochure. Positive responses to this effort are being received.

Informational item.

ADMINISTRATIVE REPORTS

9. **Personnel Actions.** Personnel actions, attachment E, page 24 the agenda, were presented and reviewed. Ms. Kiely sadly noted the passing of librarian Lisa Mason and acknowledged her dedication to the library.

Informational item.

10. **Financial Report.** The Financial report for June 2009 was reviewed, attachment F, page 26 of the agenda. The investment activity listed below was noted for the record:
U. S. Bank Commercial Paper #362074606 (rated A1+/P1) dated 06/03/09 and maturing 07/03/09 at a rate of 0.17%.....\$389,000.
Informational item.

11. **Library Director's Reports.** The Library Director's Report, attachment G, page 27 of the agenda was presented. Ms. Kiely highlighted the success of the AKA Money Camp during the week of June 22, teaching basic money management skills to young people. Ms. Kiely mentioned that the library will be partnering with the Milwaukee Public Museum on a Big Read project in 2010. The book is the "Call of the Wild" by Jack London. The library is also partnering with UWM's History Department on a project to support the "March on Milwaukee Website," adding information related to the march from the library's collection to our website.
Circulation, patron, and electronic statistics were reviewed. Circulation and patron counts have increased. The Summer Reading Program is attracting patrons to events throughout the system. There are 17,000 children enrolled in the Summer Reading Program. The paging slips increase is a result of the changes to the media holds policy. The second quarter computer use report shows a 1.9% increase.
Informational item.

ADDITIONAL NEW BUSINESS. None.

With no further business, the Milwaukee Public Library Board of Trustees meeting of July 21, 2009 was adjourned at 9:16 a.m.
