

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Wednesday November 18, 2009
Central Library Meeting Room
814 W. Wisconsin Ave.**

PRESENT: Sharon Cook, John Gurda, Ald. Nik Kovac, Ald. Ashanti Hamilton,
Art Harrington, Sup. Theo Lipscomb, David Riemer,
Marty Schreiber, Gretchen Schuldt, Dir. Bruce Thompson, Paula Kiely

EXCUSED: Ald. Milele Coggs, Joan Prince

STAFF Meg Diaz, Bruce Gay, Kelly Hughbanks, Joan Johnson, Dawn Lauber,
PRESENT: Bill Lenski, Kathryn Mlsna, Sandy Rusch Walton, Taj Schoening, Crystal Sura,
Michael Weber, Paul Wilant, Judy Zemke

OTHERS Amy Hefter, Legislative Reference Bureau
PRESENT: Jake Miller, Budget and Policy Division
John Duggan, The Concord Group
Tim Clancy, The Concord Group

President David Riemer called the meeting of the Milwaukee Public Library Board of Trustees to order at 8:17 a.m. on November 18, 2009 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 Schuldt moved and Trustee Thompson seconded a motion to approve the October 21, 2009 meeting minutes, shown as attachment A of the agenda packet with one correction – on page 4, item 2, The NMTC would bring \$500,000 a *significant amount of funding* to the project to offset the City's investment.

COMMITTEE REPORTS

1. **MPL Finance & Personnel Committee.** Committee Chair Marty Schreiber reported out from the Finance & Personnel Committee meeting of November 18, 2009. Trustee Schreiber referred to attachment B, page 24 of the agenda packet. Trustee Schreiber stated the Committee's recommendation in the form of a motion, that the Board allocate \$75,000 from the MPL Trust Fund to the library, with the understanding that the \$75,000 will be used at the discretion of the Library Director and that the market is to be examined in the coming months, and the Library Director should revisit this item to seek additional funds. Trustee Schuldt seconded the motion. The November 18, 2009 Finance & Personnel Committee meeting minutes are attached.

Motion passed.

OLD BUSINESS

2. **Facilities Plan.** President Riemer stated that the library's facility plan will be discussed at the Innovation & Strategy Committee meeting that will be scheduled in January 2010. Informational item.
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3. **Budget Update.** Director Kiely distributed a document titled MPL Year 2010 Adopted Budget Overview, attached at the end of these minutes. The likely final budget for the library's 2010 budget will be \$15,383,970 (an 8% decrease from 2009). The impact that the budget will have on library operations was summarized and reviewed. The loss of four branch manager positions is leading to a different operational plan for the system which will require a great deal of coordination and collaboration between all the managers with support from administration. The change in the delivery service was discussed. Director Kiely explained that the Milwaukee County Federated Library System (MCFLS) is responsible for delivery of materials throughout the entire system. In the past, delivery service contracts were set up with Bonded Messenger Service and MPL to accomplish this. MCFLS will now contract with one vendor who will sort materials in-route and deliver materials to all the system libraries.

Informational item.

4. **MCFLS Member Library Listening Session.** Director Kiely reported that the Milwaukee County Federated Library System Board held a listening session at the Greenfield Public Library on October 29, 2009. Overall themes that emerged from the discussion are listed on attachment C, page 28 of the agenda. MPL was represented by Trustee Prince and Director Kiely. Trustees Cook and Harrington also attended. Director Kiely summarized the session. Trustee Harrington suggested that the City of Milwaukee should consider reaching out to the federated system for a regional solution to the difficult budget situation.

Informational item.

5. **Villard Square Library Project.** President Riemer entertained a motion to move into closed session, pursuant to Wisconsin Statutes 19.85(1)(e) for the purpose of "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session," for the purpose of negotiations related to the offer to purchase a condominium within the Villard Square Development. Trustee Gurda moved and Trustee Schuldt seconded a motion to move into Closed Session. The motion passed on a unanimously affirmative roll call vote. Mr. John Dugan, Mr. Jake Miller, Ms. Taj Schoening and Library Director Paula Kiely remained during closed session. Trustee Kovac joined the meeting during closed session. Trustees Cook and Harrington left during closed session. A quorum was maintained at all times during closed session. The meeting reconvened in open session with no report out.

NEW BUSINESS

6. **Banning Guidelines.** Trustee Cook reported that the banning guidelines item was originally scheduled for discussion by the Library Services & Programs Committee, but due to scheduling conflicts, the November 2, 2009 committee meeting was canceled. Trustee Cook referred to the MPL Banning Guidelines and supporting documents, presented as attachment D, page 38 of the agenda. The Assistant City Attorney was consulted for review of the guidelines and suggested changes were made. Trustee Cook

6. **Banning Guidelines.** (continued)

moved and Trustee Hamilton seconded a motion to adopt the MPL Banning Guidelines dated October 21, 2009. Discussion ensued. Concerns were expressed over ban appeal hearings and possible legal implications. Trustee Schreiber asked for unanimous consent to instruct Library Administration to consult the City Attorney's Office for further review of the MPL Banning Guidelines to ensure sufficient flexibility is outlined in the document so the guidelines cannot be interpreted as rules. It was suggested that the Deputy City Attorney be asked to attend the next Board meeting to answer questions. Trustee Cook withdrew her motion with the understanding that this item will be addressed by the Board in the future.

No action was taken.

7. **Amnesty & Vendor Contract.** This item was held.

8. **2010 Milwaukee Public Library Schedule of Hours.** Director Kiely distributed the 2010 Proposed Public Service Hours revised on November 10, 2009. Ms. Kiely noted that the Common Council passed two amendments during the budget hearings that added funding to the library's budget. The amendments provided funding for six half-time positions that will support children's and young adult programming in the neighborhood libraries, and two librarian positions that will restore twenty hours a week in the Art Room and the Humanities Room. The 2010 public service hours were reviewed in comparison with the current hours including four furlough days. Board approval was sought to close Saturday, July 3, 2010 to avoid scheduling difficulties between the furlough day and the July 5 holiday (staff will not lose additional hours of pay). Trustee Schreiber moved and Trustee Gurda seconded a motion to approve the 2010 Proposed Public Service Hours. Trustee Hamilton stated that although the City Finance and Personnel Committee should be commended for proposing the amendments to the library budget, this budget is not a success. Trustee Schuldt asked that library administration review ways that could improve access to library resources with reduced open hours, such as extended loan periods. Trustee Thompson asked that library administration explore alternative ways of getting books to patrons, for example, partnering with a company that is open longer hours. He added that patrons are able to order and return materials as needed but it is becoming more challenging to pick up materials. The hours document is attached at the end of these minutes.

Motion passed.

9. **H1N1 Contingency Plans.** This item was held.

10. **MPL Foundation Activities.** This item was held.

ADMINISTRATIVE REPORTS

11. **Personnel Actions.** Personnel actions covering period October 4-October 31, 2009 were listed on attachment F, page 47 of the agenda.

Informational item.

12. **Financial Report.** Financial reports for November 2009 listed as attachment G, page 48 of the agenda.

U. S. Bancorp Commercial Paper #552001385 (rated A1/P1/F1+) dated 10/02/09 and maturing 11/02/09 at a rate of 0.14%.....\$335,000.

Informational item.

13. **Library Director's Reports.** The Library Director's Reports were listed as attachment H, page 49 of the agenda.

Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of November 18, 2009 was adjourned at 10:10 a.m.
