

**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Thursday April 22, 2010  
Central Library Meeting Room  
814 W. Wisconsin Ave.**

**PRESENT:** Sharon Cook, John Gurda, Ald. Ashanti Hamilton,  
Ald. Nik Kovac, Sup. Theo Lipscomb, Joan Prince,  
David Riemer, Gretchen Schuldt, Dir. Bruce Thompson, Paula Kiely

**EXCUSED:** Ald. Milele Coggs, Art Harrington, Marty Schreiber

**STAFF:** Chris Arkenberg, Meg Diaz, Bruce Gay, Kelly Hughbanks, Joan Johnson,  
Kathryn Mlsna, Dawn Lauber, Bill Lenski, Sandy Rusch Walton,  
Taj Schoening, Crystal Sura, Kirsten Thompson, Toni Vanderboom,  
Paul Wilant

**OTHERS** Eric Pearson, Budget and Policy Division  
**PRESENT:** Amy Hefter, Legislative Reference Bureau  
Bill Robison, Engberg Anderson  
Doug Skinner, Engberg Anderson

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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 April 22, 2010 with a quorum present and maintained throughout the meeting. Ald. Nik Kovac arrived at 9:00 a.m., Trustee Lipscomb left at 9:00 a.m., Trustee Cook left at 9:30 a.m.

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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 Cook moved and Trustee Thompson seconded a motion to approve the January 21, 2010, February 23, 2010 and March 25, 2010 minutes.

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**SPECIAL COMMUNICATION**

1. **Appearance by Poet Laureate.** This item was held until the May 20, 2010 meeting.

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**COMMITTEE REPORTS**

2. **Library Services & Programs Committee.** Chair Sharon Cook briefly summarized the Library Services & Programs Committee meeting of February 1, 2010. The patron bans were terminated, the ban appeals withdrawn and the patrons welcomed back to the library. The Committee also reviewed a decision by the library not to renew Industry Standards due to the high cost. Informational item.
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3. **Library Building & Development Committee.** Chair John Gurda reported out from the Building and Development Committee met on March 25, 2010. The Committee approved the recommendation of the Air Handling Unit Replacement Contract Award to J.M. Brennan. Due to the lack of a quorum at the regular Board meeting of March 25, 2010, Library Administration authorized the project to begin. President Riemer asked for a motion to approve the decision to award the Air Handling Unit Replacement contract to J.M. Brennan, Inc. for a total of \$162,000. Trustee Prince moved and Trustee Cook seconded the motion to approve the contract award as stated by President Riemer. Motion passed.

At the March 25, 2010 Committee meeting, Library Administration asked for prior approval to award the contract for the Green Roof Access Area Construction project. The bid proposals were due on March 29, 2010. The Committee approved the authorization. Due to the lack of a quorum at the regular Board meeting of March 25, 2010, Library Administration authorized the project to begin. The Green Roof Access Area Construction contract was awarded and the project work is commencing. Trustee Cook moved and Trustee Prince seconded a motion to approve the contract award to Vista Design & Construction for the base bid total of \$61,154. Motion passed.

Director Kiely announced that the Central Library Green Roof Project won the Business Journal's Green Business Awards Program. The Green Roof, honored in the Green Design of the Year category, will be featured in the June 11 issue of the Business Journal.

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4. **Library Building & Development Committee.** Chair John Gurda reported out from the April 1, 2010 meeting regarding the Drive-Through, Green Roof, the East Library and Villard Library. He introduced Mr. Bill Robison and Mr. Doug Skinner of Engberg Anderson. Mr. Skinner presented a schematic design of the new Villard Library. Issues of signage and security continue to be discussed at planning meetings. As a follow up to an earlier discussion regarding removal of the bus stop at the site, it has been determined that the bus stop at the front entrance will remain. Vice-President Gurda commented that Villard Square is a creative and exciting project during a reduced budget period.

Chair Gurda referred to the Committee meeting minutes, attachment C, page 22 of the agenda. He summarized the Drive-Through renovation project scheduled to begin in June, noting several improvements in efficiency.

The Green Roof Access Renovation Project is underway with Vista Design & Construction building an entrance for the public to tour the Green Roof.

Vice-President Gurda highlighted points from a discussion regarding a proposed East Library development opportunity. The Building and Development Committee agreed that the proposal to re-build the East Library is an attractive one to consider but prefers that a request for proposal be issued. Director Kiely reported that a slight adjustment to the Library's Capital Improvement budget request was made to allow funding for a possible East Library project. The Department of City Development has been contacted to develop a RFP for the East Library site. Chair Gurda moved approval to accept the Building and Development Committee's report out from the April 1, 2010 meeting. Trustee Thompson seconded the motion. Motion passed.

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

Director Kiely stated that the RACM board approved the purchase of the Villard Square condominium on April 15, 2010 and Library Administration is working with the City Attorney's Office on the condominium and lease agreements.

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5. **Nominating Committee.** Trustee Gurda stated that at the April 13, 2010 meeting, nominations for two-year terms for Board President, Vice-President and Financial Secretary were recommended. Trustee Hamilton nominated as President, Trustee Schuldts nominated as Vice-President and Trustee Cook nominated as Financial Secretary. Trustee Cook respectfully declined the nomination. A second Nominating Committee will be scheduled to nominate a Financial Secretary. The actual election of officers will take place at the May 20, 2010 meeting.
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6. **Finance and Personnel Committee.** Chair Riemer reported out from the Budget & Finance meeting that took place earlier. Trustee Riemer stated that the financial statement and auditors report for the Milwaukee Public Library Trust Fund for 2009 were presented by Reilly Penner & Benton. The JP Morgan investment manager reviewed the performance of the investments. The Board received the reports prior to the meeting. The Committee also approved the deposit of two checks, \$144,598 from AT&T and \$39,744 from Microsoft, into the MPL Trust Fund. Chair Riemer stated that the Finance and Personnel Committee accepted the reports as presented. Chair Riemer moved approval to accept the report and Trustee Cook seconded the motion. The agenda and minutes from the April 22, 2010 Finance and Personnel Committee meeting are attached.
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**OLD BUSINESS**

7. **Statement Concerning Public Library System Effectiveness.** Director Kiely explained that this statement gives an evaluation of the Milwaukee County Federated Library System (MCFLS) and is provided to the state annually, attachment E, page 26 of the agenda. The Board stated that MCFLS has provided effective leadership during 2009. President Riemer signed the official document that will be sent to the Division for Libraries, Technology, and Community Learning. Trustee Gurda moved and Trustee Cook seconded a motion to accept the statement. Motion passed. The Board agreed to develop a communication plan for MPL library facilities to share with the MCFLS members and others. Informational item.
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8. **Maintenance of Effort.** Director Kiely reminded the Board that the Maintenance of Effort (MOE) requirement states that libraries that are funded through municipalities must be funded at no less than the average of the past three years of funding. MPL did not meet the MOE in 2010. She provided follow up on a discussion from the March 25, 2010 Board meeting. She has been informed that the Department of Public Instruction (DPI) policy, not State Statute, will limit MPL's access to Library Services and Technology Act (LSTA) grant funds until the library is back in compliance. There is no appeals process and one will be developed. A plan to bring MPL into compliance was presented at the April 19, 2010 MCFLS Board meeting, however no action was taken on it. Director Kiely reported to the MCFLS Board that MPL has a plan for the future of the system. She added that the

8. **Maintenance of Effort.** (continued)

plan is addressed in the recent Board-approved motion on facilities. The Board agreed that a meeting should be scheduled with the DPI State Superintendent Tony Evers, Board members and the library director to discuss MPL's fiscal restraints, the plan for the systems future, and the MOE requirement. Informational item.

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9. **2010 Collection Strategy Follow-up.** Director Kiely presented the graph, attachment F, page 27 that showed the MPL materials budget, MPL items added and electronic resource spending for years 2000 through 2010. Informational item.
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**NEW BUSINESS**

10. **2011 Budget.** Director Kiely reported that the library's capital budget request was due on April 7, 2010. She met with the Capitol Improvements Committee on April 14. The library's cost-to-continue budget is due May 11. The Budget Office will provide further instruction in mid-June. The Mayor will present his budget in September. Budget hearings will take place in October. The final budget adoption is in November. Vice-President Gurda asked if the library obtained a detailed cost estimate for an area library as requested by the Capital Improvements Committee. Director Kiely responded that \$7 million was the original cost estimate for an area library. An outside source will be consulted to provide an independent cost estimate. Informational item.
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**ADMINISTRATIVE REPORTS**

11. **Personnel Actions.** Personnel actions, identified as attachment G, page 28 of the agenda, were presented. Informational item.
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12. **Financial Report.** The Financial Report as of March 31, 2010, attachment H, page 30 of the agenda was accepted. After general review, the investment activity listed below was noted for the record:

U. S. Bancorp Commercial Paper #338082213 (rated A1/P1/F1+) dated 03/05/10 and maturing 04/05/10 at a rate of 0.12%.....\$305,000.

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13. **Library Director's Reports.** Patron and circulation counts are decreasing which may be attributed to the decrease in the materials budget and the 22% overall cut in hours. A revision to the Computer, Internet, and Electronic Statistics for March 2010 was distributed and is attached at the end of these minutes. The quarterly Computer Use Report was reviewed with the observation of the 20% reduction in computer use. President Riemer suggested that a quarterly summary of the library statistical trends, noting the hours reduction, be sent to the Common Council. Informational item.
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With no further business, the Milwaukee Public Library Board of Trustees meeting of April 22, 2010 was adjourned at 9:45 a.m.

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