

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Thursday May 20, 2010
Central Library Meeting Room
814 W. Wisconsin Ave.**

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

EXCUSED: Ald. Milele Coggs, John Gurda, Art Harrington, Joan Prince, Marty Schreiber

STAFF: Bruce Gay, Panola Hall, Kelly Hughbanks, Joan Johnson, Dawn Lauber, Kathryn Mlsna, Sandy Rusch Walton, Taj Schoening, Crystal Sura, Toni Vanderboom, Paul Wilant

OTHERS Eric Pearson, Budget and Policy Division

PRESENT: Amy Hefter, Legislative Reference Bureau
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 May 20, 2010 with a quorum present attained at 8:50 a.m. Trustee Hamilton arrived at 8:50 a.m.; Trustee Cook left at 9:20 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 Kovac seconded a motion to approve the April 22, 2010 minutes.

SPECIAL COMMUNICATION

1. **Appearance by Poet Laureate.** President Riemer introduced Brenda Cárdenas, Milwaukee's newest poet laureate. The poet laureate serves a two-year term promoting poetry at library and community events. Ms. Cárdenas is the sixth Milwaukee poet to hold the honorary position and was inducted at a ceremony on April 20, 2010 in Central Library's Rare Books Room. Ms. Cárdenas read two of her poems to the Board.

COMMITTEE REPORTS

2. **Library Building & Development Committee.** In the absence of Chair John Gurda, Trustee Lipscomb summarized the action taken at the Building and Development Committee meeting on May 20, 2010. The Committee recommends award of the contract to replace two Central Library electrical transformers to Pieper Electric, Inc. for a total of \$54,789. The Committee recommends awarding the contract to Burkhart Construction

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

Corp., for the base bid plus both alternates for a total of \$203,925 for the Central Library Drive-Through Renovation Project. Trustee Lipscomb noted that there was a local bidder for the Drive-Through Project but their bid was over 5%; therefore, they did not benefit from the City's Local Business Enterprise Provision. Trustee Cook moved and Trustee Thompson seconded a motion to accept the Building and Development Committee's recommendation for contract award for the two projects as stated by Trustee Lipscomb. The May 20, 2010 Building and Development Committee agenda and minutes are attached at the end of these minutes. Motion passed.

3. **Nominating Committee.** In the absence of Committee Chair Gurda, Director Kiely stated that at the May 13, 2010 meeting, Trustee Lipscomb was nominated for a two-year term for Financial Secretary. Trustee Lipscomb has accepted the nomination. Trustee Cook moved and Trustee Kovac seconded a motion to accept the nomination for Financial Secretary. Motion passed.
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ELECTION

4. **Election of MPL Board Officers.** President Riemer stated that the Nominating Committee met on April 22, 2010 and May 13, 2010 and presented the recommendations for MPL Board officers. Trustee Cook moved that Trustee Hamilton to be appointed as President, Trustee Schuldt as Vice-President and Trustee Lipscomb as Financial Secretary. The Library Director continues to serve as ex-officio secretary. The motion made by Trustee Cook was seconded by Trustee Thompson and passed unanimously. President Hamilton assumed the chair and expressed his gratitude to Trustee Riemer on the excellent leadership he provided to the trustees for the past two years. Motion passed.
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OLD BUSINESS

5. **Villard Avenue Library.** Director Kiely informed the Board that approximately forty people attended the public meeting held at Villard Avenue Library on May 3, 2010. Trustees Coggs, Hamilton, Lipscomb also attended. The architectural firm, Engberg Anderson, presented design plans for the new Villard Avenue Library. Public response was generally positive. From the public discussion, a third handicapped parking space has been added to the plans and the children's area has been modified to include an accessible window seat. Director Kiely stated that the condominium and management agreements continue to be reviewed by Mr. Kevin Sullivan of the City Attorneys Office. Gorman and Company has hired a property management firm to manage the apartments. Library Administration is confident that this company will be committed to the oversight of the property. Trustee Schuldt inquired about the library's recourse on possible mismanagement of Villard Square. Another design planning meeting with Engberg Anderson and staff is scheduled for May 26, 2010. Engberg Anderson will present the updated design plans at the next Board meeting. President Riemer recommended a mixed-used library development check-list and a debriefing session. Informational item.
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6. **Maintenance of Effort**. Director Kiely reminded the Board that the Maintenance of Effort (MOE) statutory requirement was discussed during the last two Board meetings. She referred to two letters, attachment B, page 16 of the agenda, as reference. Director Kiely stated that at the Milwaukee County Federated Library System (MCFLS) Board meeting on May 17, 2010, and passed these three motions: a request will be made to the Department of Public Instruction to use its discretion and not require a plan to bring MPL into compliance; a letter will be sent to the State protesting unfunded mandates; and a letter will be sent to Milwaukee's Mayor and Common Council urging that funding for MPL be increased to meet the MOE. Director Kiely stated that the recommended compliance plan was reasonable and recommended that the Board not dispute it. Informational item.

7. **Facilities Plan**. Director Kiely stated that the library system's facilities plan has been reported in the Milwaukee Journal Sentinel. A op-ed piece by Mayor Barrett was also published in the Business Journal. A meeting to discuss the plan is scheduled with Common Council President Hines. Communication of the facilities plan will be presented to the MCFLS Board at a future meeting. Director Kiely followed up on the Board's request for the cost of build-out of an express library. HGA Architects and Engineers provided a cost estimate ranging from \$300,000 to \$337,000. Included in the higher cost is an automated dispenser of materials which is \$125,000. Discussion ensued on public acceptance of the facilities plan. Trustee Schuldt requested an abstract of national library demographics to help support the message of the Board and staff to the public. Trustee Cook suggested that teen customers could also be advocates at the communication meetings. Informational item.

NEW BUSINESS

8. **Reschedule June Board Meeting**. Approval was requested and approved to reschedule the June 17, 2010 Board meeting to Tuesday June 22, 2010, 8:15 a.m., Central Library Meeting Room 1. Trustee Kovac moved and Trustee Cook seconded a motion to approve the reschedule. Motion passed.

9. **Bylaws Revision**. President Riemer explained that a recent bill - State Legislature (AB 621 and SB 423) – necessitates a change to the MPL Board Bylaws. Currently, seven members constitute a quorum in a public library established in a city of the first class. This bill provides, instead, that a majority of the seats on the board that are currently filled constitutes a quorum. He referred to the memo dated May 7, 2010 regarding Bylaws Change, attachment C, page 20 of the agenda for the wording. Trustee Schuldt moved approval with the wording changed to “a majority of filled seats on the board constitutes a quorum for the transaction of business as required by Wisconsin Statutes Section 43.54(1)(e).” Trustee Thompson seconded the motion. As a point of information, Director Kiely also stated that under current law, a public library established in a first class city is administered by a 12-member library board. One member must be a member of the county board of supervisors who resides in the county, but outside the city. This bill eliminates the requirement that the member reside outside the city. Motion passed.

10. **MPL Board Appointment.** Mayor Barrett announces the reappointment of John Gurda as a citizen member to the Library Board of Trustees for a 4-year term ending April 2014. Informational item.

11. **Reading Scores.** Director Kiely stated that she has attended several meetings on the subject of Milwaukee Public School reading scores, with the Mayor's staff, Common Council members, Milwaukee Public School staff and Dr. Howard Fuller. At one of the meetings, Dr. Fuller shared his plans to implement an intense summer reading program. Dr. Fuller is proposing to offer a half-day reading program to 150 children who are currently in the second and third grade. The library staff will provide on-site activities and read to the children for thirty minutes each day to encourage reading for fun and use of the library. The Common Council's Community and Economic Development Committee has approved \$208,000 from Community Development Block Grant (CDBG) reprogramming funds to provide support for Dr. Fuller's program and expand MPL's outreach services to child care centers. In the fall, a new program, Teacher In The Library, will be implemented using the CDBG funding. This pilot program will bring certified teachers into neighborhood libraries to work with children on school assignments and reading. Informational item.

12. **Summer Reading Programming.** Coordinator of Youth Services Kelly Hughbanks reported that MPL's "Super Reader" summer reading program kicked off on May 17, 2010 with 500 patrons registering. Last year, 18,000 children and 1,000 teens participated in the summer reading program. Ms. Hughbanks illustrated the importance of reading in the summer to continue the development of literacy. Packets of Super Reader information along with the summer library program calendar were distributed to all City of Milwaukee Schools this spring. Programs, like Family Night on July 19, 2010, will encourage reading and aim to inspire regular visits to the library as an educational resource. Many generous donors support the summer reading program. Informational item.

ADMINISTRATIVE REPORTS

13. **Personnel Actions.** Personnel actions, identified as attachment E, page 22 of the agenda, were presented. Informational item.

14. **Financial Report.** The Financial Report as of April 30, 2010, attachment F, page 23 of the agenda was accepted. After general review, the investment activity listed below was noted for the record:

U. S. Bancorp Commercial Paper #266061071 (rated A1/P1/F1+) dated 04/05/10 and maturing 05/05/2010 at a rate of 0.14%.....\$455,000.

15. **Library Director's Reports.** Director Kiely highlighted the success of the RFID and Self-Check stations that are being used at East and Villard Avenue libraries and congratulated the RFID implementation team for their effort to launch the new system.

15. **Library Director's Reports.** (Continued)

The statistical reports were reviewed. Trustee Riemer asked about comparing circulation and patron reports that had the same percentage cut in hours, was there a pattern in use if the impact of the cutting of hours was closing Friday versus closing Saturday. Director Kiely will investigate the question.

The MPL 2009 Annual Report was distributed. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of May 20, 2010 was adjourned at 10:00 a.m.
