

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Thursday July 22, 2010
Central Library Meeting Room 1
814 W. Wisconsin Ave.**

PRESENT: Ald. Milele Coggs, Sharon Cook, John Gurda, Ald. Ashanti Hamilton, Sup. Theo Lipscomb, Joan Prince, David Riemer, Martin Schreiber, Gretchen Schuldt, Dir. Bruce Thompson, Paula Kiely

EXCUSED: Art Harrington, Ald. Nik Kovac

STAFF: Chris Arkenberg, Meg Diaz, Bruce Gay, Joan Johnson, Bill Lenski, Sandy Rusch Walton, Taj Schoening, Crystal Sura, Toni Vanderboom

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT:

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 8:21 a.m. on July 22, 2010 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 Schreiber seconded a motion to approve the June 22, 2010 minutes.

COMMITTEE REPORTS

1. **MPL Finance & Personnel Committee.** Committee Chair Trustee Lipscomb reported out from the July 22, 2010 meeting regarding the review of the performance of the MPL Trust Fund investments, and internal accounting. The Trust Fund report was accepted as presented by the JP Morgan Investment Manager Kevin Moloney. The second item was a request from Library Director Kiely to expend \$20,000 from the MPL Trust Fund for the purchase of collection materials. Trustee Lipscomb moved and Trustee Riemer seconded a motion to approve the Trust Fund request as recommended by the MPL Finance & Personnel Committee. The library's internal accounting processes were noted to be in order. The committee agenda and minutes are attached. Motion passed.

2. **MPL Building & Development Committee.** Committee Chair John Gurda stated that the MPL Building & Development Committee meeting was held on July 1, 2010 regarding projects status, naming policy and capital requests. He referred to the committee agenda and minutes, shown as attachment B of the agenda. Trustee Gurda briefly summarized the capital projects as listed on page 19 of the agenda.

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

The MPL Naming Policy was reviewed. Naming opportunities may become available within the new Villard Avenue library and elsewhere throughout the system as the library system changes to area, express and neighborhood models.

Director Kiely stated that Library Business Operations Manager Taj Schoening received an estimate for the cost for external painting of the Central Library. The funding of the project will be from the capital budget. Library Administration is asking for authorization to approve a contract for exterior paint of Central Library. Trustee Schuldt moved and Trustee Cook seconded a motion to pre-approve the contract at the discretion of the MPL Building and Development Committee Chairman and Library Administration. The contract will be ratified at the regular meeting of the Board on September 23, 2010. Motion passed.

OLD BUSINESS.

3. **Maintenance of Effort.** Director Kiely distributed a letter sent to Milwaukee County Federated Library System (MCFLS) President Paul Ziehler from Assistant State Superintendent Richard Grobschmidt, dated July 14, 2010 regarding MPL and the Maintenance of Effort (MOE) statutory requirement for library system membership. The letter is attached at the end of these minutes. Director Kiely referred to additional correspondence listed as attachment C, page 21 of the agenda, noting that Mayor Tom Barrett and MPL Board President Ashanti Hamilton's letter to State Superintendent Tony Evers confirms that the library has received support from the City and requested that those items of support be acknowledged as eligible expenses. Ms. Kiely stated that after discussions with the City Budget Office, the strategy to bring MPL into MOE compliance in 2011 will be to increase funding. MPL will not be eligible to receive Library Services and Technology Act funded grants in the fall of 2010 as a penalty for not meeting the MOE in 2010. Also, MPL will not receive consulting services from MCFLS. After continued discussion, President Hamilton expressed that the MOE issue has increased the awareness, of library budgetary and service standards, among the Common Council and the City Budget Office. The Board agreed that an Innovation & Strategy Committee meeting should be held to discuss a communications plan in preparation for the MCFLS Member Agreement deliberations. Director Kiely stated that there was a 25% overall increase of reciprocal borrowing in 2010 over 2009. Through June 2010, 93,000 more items were checked out at suburban libraries over MPL than in 2009. Vice-President Schuldt asked for a comparison in suburban library circulation statistics on a Friday when MPL is open compared to a City of Milwaukee furlough on Friday when MPL is closed. Informational item.

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4. **Villard Avenue Library Project.** Director Kiely distributed a document titled Villard Square Branch of Milwaukee Public Library Proposed Library Plan and Renderings, attached at the end of these minutes. A meeting is scheduled for July 23, 2010 with all parties involved in the Villard Square Project. Design meetings continued to be held to resolve signage and canopy issues and solutions will be presented to the MPL Building & Development Committee for discussion. Specifications are being reviewed and agreements are being finalized. Security camera issues are being reviewed to ensure that state law is being followed relative to Chapter 43 regarding library patron confidentiality. The developer, Gorman and Company, expects to close on July 31, 2010. The Concord Group

4. **Villard Avenue Library Project.** (continued)
is reviewing the construction bids. After receiving actual construction bids, the net savings totaled \$35,000 which transfers into the contingency fund. The contingency fund totals \$75,000. These funds can be used to purchase other items for the Villard Library in the future. Engberg Anderson, Inc. will provide full budget details including capitol and RFID expenditures. The groundbreaking ceremony will be held in late August. Informational item.

NEW BUSINESS

5. **Legislative Agenda.** Director Kiely summarized the Legislative Requests the 2010-2011 Wisconsin Legislative Session, attachment D, page 27 of the agenda and asked the Board to forward any suggestions they may have to her. Informational item.

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6. **Milwaukee County Genealogical Society.** A resolution of congratulations will be presented to the Milwaukee County Genealogical Society in honor of their 75th anniversary, shown as attachment E, page 28 of the agenda. Trustee Gurda moved approval and Trustee Cook seconded the motion. Motion passed.

ADMINISTRATIVE REPORTS

7. **Personnel Actions.** Library administration reports the personnel activity for June. Director Kiely noted the retirements of several long-term employees. President Hamilton inquired about librarian recruitment. Director Kiely responded that although the value of the experience and institutional knowledge cannot be replaced, the library has recruited several talented candidates and the relationship between MPL and UWM's School of Information Science remains cooperative to support library services. Informational item

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8. **Financial Report.** The financial report for June 2010 is presented.
Library administration reports the financial activity for the month:
U. S. Bancorp Commercial Paper #552005905 (rated A1/P1/F1+) dated 06/04/10 and maturing 07/06/10 at a rate of 0.20%.....\$305,000.

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9. **Library Director's Reports.** Director Kiely highlighted the Green Roof ribbon-cutting and noted that library has received two awards for the project. She also noted the progress on the RFID / Self-Check project. The "ExpressCheck" self-service check-out stations are operating at nine of the twelve branches. Bay View and Central libraries will require a design renovation before the self-check sorting stations can be installed. The monthly statistical reports were reviewed, including the second quarter report for library computer use. It was noted that Center Street Library changed there computer reserve time from three hours to two hours. The patron shift change creates a loss in overall computer use time. Staff will review the number of computer users at Center Street to evaluate if that has decreased as well. Center Street Library's public service hours were not reduced in 2010 and another explanation to the decrease is sought. The Villard Avenue Library laptop program statistics will be reported to the Library Services & Programs Committee meeting on August 30, 2010.

With no further business, the Milwaukee Public Library Board of Trustees meeting of July 22, 2010 was adjourned at 9:50 a.m.
