

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday June 26, 2012
Central Library
814 W. Wisconsin Ave.
Milwaukee, WI 53233**

PRESENT: Denise Callaway, Ald. Milele Coggs, Sharon Cook, John Gurda,
Ald. Ashanti Hamilton, Ald. Nik Kovac, Sup. Theo Lipscomb, Sam
McGovern-Rowen, David Riemer, Dir. Mark Sain, Paula Kiely

EXCUSED: Joan Prince

STAFF: Chris Arkenberg, Meg Diaz, Bruce Gay, Consuelo Hernandez, Kelly
Hughbanks, Joan Johnson, Dawn Lauber, Kathryn Mlsna, Taj Schoening,
Crystal Sura

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Eric Pearson, Budget and Management

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:37 p.m. on June 26, 2012 with a quorum present.

PUBLIC COMMENT None

APPROVAL OF MINUTES Trustee Lipscomb moved and Trustee Sain seconded a motion to approve the June 26, 2012 minutes. Motion passed.

COMMITTEE REPORTS

1. **Building and Development Committee**. Vice-President Gurda reported on the Committee meeting of May 23, 2012, attachment B, page 10 of the agenda. Four architectural firms were interviewed at East Library. The Committee voted unanimously to recommend award of the contract for the design and construction of the East Library to HGA Architects. Vice-President Gurda noted that Ms. Jane Dederling, the lead designer, has worked with MPL on other successful projects, such as Bay View, Washington Park and Central's Green Roof Education Center. The firm has experience with mixed-use facilities and familiarity of the community served by East Library. After deliberations, Vice-President Gurda moved the recommendation to award the East Library interior design and construction contract to HGA Architects. Trustee Cook seconded the motion. Motion passed.

2. **Building and Development Committee**. Vice-President Gurda summarized the Committee meeting of June 26, 2012. Radio frequency identification (RFID) project funding totaling \$250,000 remains in the capital budget. It has been proposed that the Washington Park Library entrance be renovated to better accommodate self-check stations

2. **Building and Development Committee.** (continued)
and a five bin materials sorter. Washington Park staff were involved in discussions with the planning team and HGA Architects who developed two design options. Vice-President Gurda moved approval to move forward with the modifications to Washington Park Library and proceed with construction drawings and bidding. Trustee Cook seconded the motion. The Building and Development Committee agenda, which includes the design options, and the meeting minutes are attached at the end of these minutes. Motion passed.

OLD BUSINESS

3. **Milwaukee County Federated Library System (MCFLS).** Director Kiely said a meeting with Mr. John Debacher from the Department of Public Instruction (DPI) Division for Libraries and Technology, and MCFLS Director Jim Gingery and herself has been scheduled for June 29, 2012. Discussion will include the negotiation of the MCFLS Resource Library Agreement. A decision on the Resource Agreement needs to be made by the end of 2012. If an agreement is not reached between MPL and MCFLS, the DPI will assign a library within MCFLS to be the state resource library. Further noted, the position of MPL representative on the MCFLS Board is currently vacant and an appointment is expected to be made in July. Informational item.

NEW BUSINESS

4. **Urban Library's Council (ULC) Report.** This item held.

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5. **2013 Budget.** This item held.

ADMINISTRATIVE REPORTS

6. **Personnel Actions.** The Personnel Actions report was reviewed. Director Kiely informed the Board that several emergency appointments have been made to form a Substitute Pool of former MPL staff. Administration has a procedure where staff are shared across the system. When system staff are unavailable, retirees from the pool are asked to work on a temporary basis. Former MPL Personnel Officer Judy Zemke worked with the Department of Employee Relations, to develop a Substitute Pool Program Handbook which guides the process. It can be a challenge to meet the library's operational needs and the Substitute Pool provides the library with another option for staffing. Informational item.

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7. **Financial Report.** The financial report for May 2012 was presented.
Library administration reports the financial activity:
U. S. Bancorp Commercial Paper #338090730 (rated A1/P1) dated 05/04/12 and maturing 06/04/12 at a rate of 0.10%.....\$545,000.

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8. **Library Director's Reports.** Director Kiely provided an update on the East Library Project. The Library received the design narrative from the developer, HSI, which includes building specifications, architectural plans and a cost summary for the project. The document has been forwarded to the library's representative, Concord Group, for review. HSI plans to submit the application for financing to the Department of Housing and Urban Development (HUD) by week's end.

8. **Library Director's Reports.** (continued)

HUD will have ninety days to respond with an invitation for HSI to submit a full proposal or decline.

Director Kiely highlighted the Charles Dickens event sponsored by the Friends of the Library. The library is grateful to the Friends for their continued support to the library.

Also highlighted was the exchange of artwork between the Wisconsin Marine Historical Society and MPL's Great Lakes Marine Collection with the Milwaukee School of Engineering's Grohmann Museum, for a museum exhibit. The Library received paintings from the Museum which can be seen in the Central Library's Humanities Room.

On June 5, MPL partnered with the Milwaukee Public Museum for an event to view the transit of Venus through telescopes on the Central Library's Green Roof. Estimated attendance was 1000 visitors.

The patron and circulation reports were reviewed. The Drive-Up Traffic Count shows a decrease of 26%, however a malfunctioned counter was discovered and is being repaired.

Villard Square continues to see large increases in patron and circulation counts. In response to a previous question, as to when the new Villard Square Library's statistics are estimated to taper off, Director Kiely gave an estimate of four years at peak use and plateau maintaining a high level of use.

The Computer, Internet, and Electronic Statistics were reviewed. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of June 26, 2012 was adjourned at 5:25 p.m.
