

**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Tuesday May 24, 2016  
Central Library Meeting Room 1  
814 West Wisconsin Avenue  
Milwaukee, WI 53233**

**PRESENT:** JoAnne Anton, Michele Bria, Sharon Cook, John Gurda, Joe' Mar Hooper, Ald. Nik Kovac, Chris Layden, Joan Prince, Paula Kiely

**EXCUSED:** Ald. Milele Coggs, Dir. Mark Sain

**STAFF:** Rachel Arndt, Ryan Daniels, Joan Johnson, Sam McGovern-Rowen, Jennifer Meyer, Victoria Sanchez, Crystal Sura, Arvis Williams

**OTHERS** Budget and Management Division: Eric Pearson

**PRESENT:** City Attorney's Office: Mary Schanning  
Gorman and Company: Ted Matkom

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President Gurda called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:35 p.m. on May 24, 2016 with a quorum present. Trustee Layden participated by conference phone.

**PUBLIC COMMENT** None.

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**SPECIAL COMMUNICATION**

1. **Election of MPL Board Officers.** President Gurda said that Trustees Kovac and Prince served along with him on the MPL Board of Trustees Nominating Committee. President Gurda and Vice President Bria agreed to stand for re-election. The Committee unanimously nominated Joe-Mar Hooper as Financial Secretary and Chair of the MPL Finance & Personnel Committee. Trustee Hooper accepted the nomination. Trustee Cook moved and Trustee Prince seconded a motion to approve the slate of officers recommended by the Nominating Committee for the 2016-2018 term. Motion passed.

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**RESOURCES / RECOMMENDATIONS / RESEARCH**

2. **MPL & Milwaukee Succeeds – Third Grade Reading.** School Age Education Specialist Victoria Sanchez gave a presentation to the Board regarding the library's participation in the Milwaukee Succeeds Third Grade Reading Network. Director Kiely noted that she, Ms. Sanchez and Interim Youth Services Coordinator Kelly Wochinske were invited to the Milwaukee Public Schools Principals' meeting to share information regarding MPL's Summer Reading Program which began on May 16, 2016. Every school in the City of Milwaukee received Summer Reading Folders. They also distributed 75 temporary library cards to the principals. Informational item.

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## CONSENT AGENDA

3. Regular Board Meeting Minutes April 26, 2016.
4. Committee Reports.  
Nominating Committee Meeting Minutes May 12, 2016
5. Administrative Reports.
  - a. Personnel Actions
  - b. Financial Report
  - c. Library Director's Reports

After asking the Board if any items should be removed from the Consent Agenda presented as attachment A, page 3 of the agenda, President Gurda entertained a motion to approve. Trustee Anton moved and Trustee Hooper seconded a motion to approve the Consent Agenda. Motion passed.

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## REPORTS

6. **MPL Services & Programs Committee.** Due to the lack of a quorum, the May 2, 2016 MPL Services & Programs committee meeting was cancelled. Items brought to the full Board for approval include the permanent ban for Christopher Reliford, approval of the Bed Bug Policy, and an update of the Meeting Room Policy. The committee agenda was listed as attachment B, page 21-28 of the agenda. Referring to a memo dated April 26, 2016, on page 22 of the agenda, Director Kiely asked the Board to approve the permanent ban for Christopher Reliford from all Milwaukee Public Libraries. Trustee Cook moved and Trustee Hooper seconded a motion to approve the ban. Motion passed.

The draft Bed Bug Policy listed as attachment B on page 23 was reviewed. After a brief discussion, Trustee Prince moved and Trustee Cook seconded a motion to approve the policy. Motion passed.

An update to the Community Rooms and Conference Rooms/Meeting Spaces, Public Use of Policy was presented for consideration. A summary of the recommended changes, listed as attachment B, page 28 of the agenda was reviewed. Trustee Cook moved approval of the revision to the rooms and spaces policy. Trustee Anton seconded the motion. Motion passed.

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7. **Building and Development Committee.** Chair Bria referred to the May 5, 2016 Building and Development Committee agenda and minutes, listed as attachment C, page 29 of the agenda. She summarized the minutes noting that an update to the Mitchell Street Term Sheet was sent to the Board on May 23, 2016. The Term Sheet was updated to clarify how the \$800,000 of additional equity for MPL from the tax credit transaction would be recognized. The Term Sheet, which was approved by the Common Council at their meeting on May 24, 2016, is attached at the end of these minutes. Assistant City Attorney Mary Schanning explained the transaction. Mr. Ted Matkom commented that this project is expected to get national headlines because of the library being a catalyst for market-rate development in a challenged neighborhood. Trustee Bria moved approval of the Term Sheet Library Project at 906-910 W. Mitchell Street. Trustee Cook seconded the motion. Motion passed.

The Committee will hear a report from an upcoming meeting with MPL administration and the Mill Road developer team at the June 2, 2016 meeting, and will consider options for the project.

The draft revision to the policy, Naming Milwaukee Public Libraries and Designated Areas Within Libraries, was held for more discussion.

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8. **Executive Committee.** Chair Gurda reported that at the May 24, 2016 Executive Committee meeting, the Trustees reviewed the 2016 Projects Yearly Plan – Mid-Year Update listing the library’s major initiatives and improvements. The plan was distributed and President Gurda encouraged the Trustees to review it. The Executive Committee agenda, minutes and projects plan is attached at the end of these minutes. Informational item.

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9. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Kovac, Resource Library Representative, reported on the May 16, 2016 MCFLS Board meeting. He highlighted that the formal Milwaukee County budget request in the amount of \$100,000 was submitted. An update on the bandwidth contract – the Department of Instruction contacted MCFLS and said that the State may be able to get a better financial contract for MCFLS suburban libraries by applying for e-rate. There is a new feature called dashboard.mcfls.org that will supply data on how libraries are being used. Informational item.

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#### **OLD BUSINESS**

10. **Amnesty.** Deputy Director Joan Johnson said that MPL plans to do a Forgiveness Campaign in preparation for library card distribution to all Milwaukee Public School’s students in the fall of 2016 and re-engage other lapsed library users. Patrons will be encouraged to return books and media. She outlined the plan but noted that specific details are still being worked out. After a brief discussion regarding giving incentives to patrons who made the effort to come back to the library, Trustee Cook moved and Trustee Anton seconded a motion to approve the conceptual plan for the 2016 MPL Forgiveness Campaign. Trustee Cook asked that the Board be advised of the Campaign’s progress in July. Motion passed.

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11. **Awareness Campaign.** Director Kiely gave the Trustees an update on the planning for events and publicity related to the Awareness Campaign. Two market segments, Young Families, and Global Roots are being targeted for the campaign. These markets were identified through the library’s strategic planning process as those families in Milwaukee who could benefit from use of the library and had lower than average participation in the library. Six branch libraries - Forest Home, Center Street, Mill Road, Villard Square, Martin Luther King and Atkinson are being targeted to bring awareness of library services to their communities. The first event will be held on July 28, 2016 at Central Library. Director Kiely asked the Board for their ideas about potential partners to invite to the planned events. Informational item.

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With no further business, the Milwaukee Public Library Board of Trustees meeting of May 24, 2016 was adjourned at 6:05 p.m.

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