



Vision
MPL is an anchor institution that helps build healthy families and vibrant neighborhoods – the foundation of a strong Milwaukee.

Mission
Inspiration starts here – we help people read, learn, and connect.

BOARD OF TRUSTEES REGULAR MEETING AGENDA

Tuesday, July 25, 2023
4:00 p.m.

Central Library
Rotary Club of Milwaukee Community Room
814 W. Wisconsin Avenue
Milwaukee, WI 53233

WELCOME & ROLL CALL

4:00 – 4:05

PUBLIC COMMENT

4:05 – 4:15

CONSENT AGENDA

4:15 – 4:20

Attachment A, page 3

1. **Regular Board Meeting Minutes, June 27, 2023.**
2. **Committee Reports**
 - a. Building & Development Committee Meeting Minutes – July 6, 2023
3. **Administrative Reports.***
 - a. Financial Report
 - b. Director’s Report

*Due to staff changes, the MPL statistics will be held until September

REPORTS

4:20 – 4:30

4. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Trustee Erika Siemsen will report on the June 19 and July 17, 2023 MCFLS Board meeting.
5. **MPL Board Services & Programs Committee Meeting.** Trustee Vincent will report on the July 12, 2023 meeting.

Attachment B, page 11

OLD BUSINESS

4:30 – 5:00

6. **Community Engagement Update.** Library Director Joan Johnson will provide an update on community engagement activities and introduce the INPOWER Solutions team.

NEW BUSINESS

5:00 – 5:20

7. **Memorandum of Agreement – MKE 2024 Host Committee.** Library Director Joan Johnson will present the Memorandum of Agreement (MOA) with the MKE 2024 Host Committee for Board approval.

Attachment C, page 13

8. **Building Projects Display.** Library Director Joan Johnson will share an update on plans for a public display to recognize Trustee contributions to MPL building projects.

CLOSING REMARKS

5:20 – 5:30

9. **Closing Remarks and Adjournment.**

REMINDER: Next scheduled meetings are:

AUGUST - RECESS

September 7, 2023 Building & Development Committee – Video Conference Call, 8:00 a.m.

September 26, 2023 Board Meeting – **IN PERSON**, Central Library, 4:00 p.m.

Trustees

Mark Sain, *President*, Chris Layden, *Vice-President*, Teresa Mercado, *Financial Secretary*, Michele Bria, Ald. Milele Coggs, Matthew Kowalski, Michael Morgan, Felicia Saffold, Erika Siemsen, Ald. Scott Spiker, Sup. Kathleen Vincent, Joan Johnson, *Secretary*, Rebecca Schweisberger, *Secretary's Assistant* (414) 286-3021

The Milwaukee Public Library Board of Trustees is an informed, dedicated group of citizens who represent a cross-section of the city of Milwaukee and are committed to supporting, developing, and advancing the library for the benefit of all residents of Milwaukee and others throughout Milwaukee County, the State of Wisconsin, and beyond. In their role as advocates and advisors, they serve the library's many patrons, its staff, the common good of the community, and this critical and enduring institution.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. More information is available at www.milwaukee.gov/lobby or by calling (414) 286-2238.

Please be advised that members of the Milwaukee Common Council who are also members of this body will be in attendance at this meeting. In addition, Common Council members who are not members of this body may attend this meeting to participate or to gather information. A quorum of the Common Council or any of its standing committees may be present, but no formal Common Council action will be taken at this meeting.

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Make requests to the Library Director's Office at (414)286-3021, 286-2794 (FAX) or Central Library, 814 W. Wisconsin Ave., Milwaukee, WI 53233 Attn: Accommodation Request.

MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR MEETING

MINUTES

Tuesday, June 27, 2023

**Central Library
Rotary Club of Milwaukee Community Room
814 West Wisconsin Avenue
Milwaukee, WI 53233**

PRESENT: Mark Sain, Chris Layden, Michele Bria, Matthew Kowalski, Michael Morgan,
Sup. Kathleen Vincent, Joan Johnson

EXCUSED: Ald. Milele Coggs, Teresa Mercado, Felicia Saffold, Ald. Scott Spiker

STAFF: Neil Albrecht, Heather Berg, Tammy Mays, Jennifer Meyer-Stearns, Joseph Moretz,
Marian Royal, Rebecca Schweisberger, Kelly Wochinske

OTHERS

PRESENT: Budget and Policy Division: Nik Kovac
Milwaukee Public Library Foundation: Ryan Daniels
Summer Youth Intern – Library Administration: Brakiah Evans

President Mark Sain called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:12 p.m. on June 27, 2023 with a quorum present.

PUBLIC COMMENTS

Heather Berg, Office Assistant IV, introduced Brakiah Evans, Earn and Learn Summer Youth Intern assigned to MPL Administration.

CONSENT AGENDA

1. **Regular Board Meeting Minutes May 23, 2023**
2. **Committee Reports.**
 - a. Building & Development Committee Meeting Minutes – June 1, 2023
 - b. Innovation & Strategy Committee Meeting Minutes – June 6, 2023
 - c. Executive Committee Meeting Minutes – June 12, 2023
3. **Administrative Reports**
 - a. Financial Report
 - b. Library Director’s Reports

President Sain asked the Board if any items should be removed from the Consent Agenda presented as attachment A, pages 3-24 of the agenda. There was no motion to remove any items and the Consent Agenda was accepted.

SPECIAL COMMUNICATION

4. **Budget Outlook.** City of Milwaukee Budget and Management Director Nik Kovac presented information about the projected 2024 budget. The City of Milwaukee is facing a funding gap of \$183M. On June 20, 2023, Governor Evers signed a bill which included a 10% increase to Milwaukee's shared revenue. Additionally, under the bill, City of Milwaukee employee pension accounts will be converted to the Wisconsin Retirement System for employees hired after January 2024. The bill also authorized the City of Milwaukee to implement a 2% city-wide sales tax. The Budget and Policy Division estimates revenue from the tax to be \$190M. If approved and assuming all estimates are correct, funding from the sales tax, increased shared revenue, and remaining American Rescue Plan Act (ARPA) funds will close the budget gap for 2024. Although ARPA funding expires in 2024, the revenue changes are expected to be sufficient for maintaining City services for years to come. On July 11, 2023, the Common Council will vote on implementing the sales tax. If the tax is not implemented, significant cuts are expected for all City departments, especially Fire, Police, and Library. Per State law, all departments are asked to conduct an annual exercise to explore the implications of a 5% budget cut. Director Kovac has not yet requested this projection, but will likely direct City departments to submit budget proposals for the cost-to-continue and a 5% cut scenarios. The Board thanked Director Kovac for his presentation. Informational item.

REPORTS

5. **MPL Board Finance & Personnel Committee.** On behalf of Chair Mercado, Library Director Joan Johnson reported on the April 27, 2023 meeting. The Committee received the quarterly report of the trust fund investment performance and internal accounting controls. Informational item.

The Committee also received the auditor's report from Reilly, Penner, & Benton LLP, who issued an unqualified opinion with no recommendations. Trustee Layden moved to accept the auditor's report and place it on file; Trustee Vincent seconded. Motion passed.

6. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** This item was held for the July meeting.
7. **MPL Foundation Report.** MPL Foundation (MPLF) Executive Director Ryan Daniels presented an update on Foundation activities and fundraising. Year to date, MPLF has raised \$785,000 and is on track to meet its annual commitment. In partnership with the Milwaukee Bucks, MPLF received a new \$10,000 donation from the National Basketball Association (NBA). Additionally, MPLF has received increased recognition and gifts from the Milwaukee Brewers. The Board recognizes there is significant need for funding and has approved a major gift campaign. As with all MPLF funding, monies raised by the campaign will not supplant City funding and will be used for ongoing efforts in support of MPL. MPLF will work with MPL Administration to understand library needs not met by the City budget. MPLF is engaged in continued conversations with donors and some have shared they are waiting to learn more about the City's budget before committing to a donation. Several sub-committees have been created in response to the budget challenges. The Friends of MPL Literary Lunch was held on April 27th. Tickets sold out and the event raised over \$30,000. The Ben Franklin Awards Ceremony will be held on Wednesday, September 27th at the Wisconsin Club. The nominees are John Daniels and the Rotary Club of Milwaukee. President Sain thanked the MPL Foundation for their great work in helping MPL deliver great services. Informational item.

OLD BUSINESS

8. **REI Action Plan Status Update.** Library Director Joan Johnson presented an update on the Race, Equity, and Inclusion (REI) work plan. The MPL REI Committee is now co-chaired by Associate Library

Director Chantel Clark and Human Resources Administrator Victoria Robertson. The committee is comprised of staff from various departments and is charged with holding MPL accountable to carry out the REI work plan. Several personnel changes impacted the committee and caused delays in implementing the work plan. The co-chairs are focused on getting the committee re-grounded in the work and helping members understand their role. The committee is establishing mechanisms to receive feedback while also tracking and sharing accomplishments. A library staff interest group for Black, Indigenous, and People of Color (BIPOC) has been established and is meeting regularly. The BIPOC group chair is a member of the REI committee and will act as a liaison to share information as needed. The all-day staff in-service for REI training will be held on November 30, 2023. All MPL libraries will be closed that day. The keynote speakers are American Library Association Executive Director Tracie Hall and Derek Mosley. Informational item.

BOARD DEVELOPMENT

9. **Central Library 125th Anniversary.** Marian Royal, Public Services Area Manager (Central Library), presented an update on the celebration of Central Library's 125th anniversary. MPL staff was invited to submit works for a staff-only art show that will be on display from September - October. Central Library will be the theme of all pieces. The MPL Foundation collaborated with MPL staff member and artist Justin McCulla to design a t-shirt which will be for sale in the coming months. Other merchandise, including bookmarks, stickers, and window clings are being designed as well. The official anniversary date is October 3, 2023 and a celebration is planned for the following weekend, October 7-8th. Mayor Johnson will present a proclamation on October 7th, followed by a small reception. Archives and Special Collections Librarian Casey Lapworth created a self-guided walking tour of Central Library, which is also available virtually at www.mpl.org. Ms. Lapworth will present a special program about Central Library's history and Danielle Wroblewski, Human Resources Representative, will present a program on glass plate photography, which she enjoys as a hobby. The regularly scheduled architectural tour will be held, led by docents. All Trustees are invited to attend the celebrations. Informational item.

CLOSING REMARKS

President Sain noted he has a memento shovel from the Martin Luther King branch redevelopment groundbreaking ceremony. He opened discussion to identify a location to display it and other Board-related items for public viewing. MPL Administration will continue the discussion and bring recommendations to the Board. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of June 27, 2023 was adjourned at 5:30 p.m.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES
Thursday, July 6, 2023**

Video Conference Call by GoToMeeting

PRESENT: Michael Morgan, Matt Kowalski, Mark Sain, Joan Johnson

EXCUSED: Chris Layden

OTHERS

PRESENT: MPL: Chantel Clark, Tammy Mays, Rebecca Schweisberger, PJ Woboril
Budget and Policy Division: Angelique Pettigrew
City Attorney's Office: Alex Carson
Redevelopment Authority of the City of Milwaukee: Dave Misky

Chair Michael Morgan called the MPL Board of Trustees Building and Development Committee meeting to order at 8:02 a.m. on July 6, 2023 with a quorum present. All Trustees and presenters participated by video conference.

1. **Approval of the Minutes.** Chair Morgan entertained a motion to accept the minutes from the June 1, 2023 meeting, listed as Attachment A of the agenda. Trustee Sain moved approval of the minutes and Trustee Kowalski seconded. Motion passed.
2. **Capitol Branch Related Item.** Library Director Joan Johnson briefed the committee on a partnership proposal MPL received from Milwaukee Public Schools (MPS) Recreation Department with support from Ald. Mark Chambers. A new project is being developed at the former Browning School on 76th Street and Silver Spring Drive. The building will be a mix of adaptive re-use and new construction. Ald. Chambers suggested placing an MPL satellite location at the facility. Director Johnson and other Administrators met with MPS and Ald. Chambers to discuss the project. At this time, MPL is not prepared to enter into the partnership or create a satellite location until more information is known about the 2024 budget. Informational item.
3. **Update on the Sale of the Alexander Lofts at Mitchell Street.** Library Director Joan Johnson shared additional information that has emerged since the June Building & Development Committee meeting. The developer, Gorman & Company, stated the property was listed in error and the listing has since been taken down. Director Johnson introduced Assistant City Attorney Alex Carson to share more information about the sale process and MPL's role in it. In order for Gorman to sell the condominium containing the apartment units, a process of unwinding financial arrangements must be completed. Per the development agreement, the developer has 90 days to force an unwinding after the 7-year compliance period for new market tax credits has elapsed. This could begin as early as August 2023. The investment can be unwound in one of two ways: either MPL purchases the note and mortgage from the investment member directly or Gorman exercises its new market right to purchase the investment member interest and would then have the ability to assign it to MPL. Either way, the intent is for MPL to hold the note and mortgage to the library condominium unit, which will then be deeded to MPL in exchange for forgiveness of the debt. Article 6 of the development agreement states the City's cost for the unwinding will not exceed \$5,000. Dave Misky, Assistant Executive Director - Redevelopment Authority of the City of Milwaukee, shared information about the unwinding process that took place for the Villard Square development. Attorney Carson is awaiting a memo from Gorman & Company which will provide further details on the unwinding and sale process. Chair Morgan invited Attorney Carson and Assistant Director Misky to present updates at the September Building & Development meeting. Informational item.

The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 8:45 a.m. on July 6, 2023.

**Milwaukee Public Library
Financial Report
June 30, 2023**

2023

2022

City Revenues

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 25,081,089	\$ 12,357,821	49.3%
<i>Fines</i>	\$ 128,000	\$ 37,375	29.2%
<i>Lost Materials, etc.</i>	\$ 60,000	\$ 18,731	31.2%
<i>MCFLS Contracts</i>	\$ 802,414	\$ 212,665	26.5%
Total City Appropriation	\$ 26,071,503	\$ 12,626,592	48.4%

	Budget	Received to date	% Received
	\$ 24,494,523	\$ 12,255,262	50.0%
	\$ 138,000	\$ 44,643	32.4%
	\$ 60,000	\$ 31,996	53.3%
	\$ 760,469	\$ 197,985	26.0%
	\$ 25,452,992	\$ 12,529,886	49.2%

City Expenses

Salaries & Benefits

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 14,013,643	\$ 6,780,063	48.4%
<i>Fringe Benefits</i>	\$ 6,306,139	\$ 2,940,610	46.6%
Total	\$ 20,319,782	\$ 9,720,673	47.8%

	Budget	Spent to date	% Spent
	\$ 13,549,077	\$ 6,705,941	49.5%
	\$ 6,232,576	\$ 3,135,847	50.3%
	\$ 19,781,653	\$ 9,841,788	49.8%

Operating Expenses

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 111,700	\$ 34,946	31.3%
<i>Tools & Machinery Parts</i>	\$ 19,000	\$ 13,232	69.6%
<i>Construction Supplies</i>	\$ 26,000	\$ 9,460	36.4%
<i>Energy</i>	\$ 687,800	\$ 342,689	49.8%
<i>Other Operating Supplies</i>	\$ 248,019	\$ 92,700	37.4%
<i>Vehicle Rental</i>	\$ 9,000	\$ 4,434	49.3%
<i>Non-Vehicle Equipment Rental</i>	\$ 22,000	\$ 14,215	64.6%
<i>Professional Services</i>	\$ 180,751	\$ 174,854	96.7%
<i>Information Technology Services</i>	\$ 417,642	\$ 301,114	72.1%
<i>Property Services</i>	\$ 1,273,520	\$ 845,133	66.4%
<i>Infrastructure Services</i>	\$ 33,000	\$ 63,140	191.3%
<i>Vehicle Repair Services</i>	\$ -	\$ -	100.0%
<i>Other Operating Services</i>	\$ 157,100	\$ 46,168	29.4%
<i>Reimburse Other Departments</i>	\$ 105,000	\$ (770)	-0.7%
Total	\$ 3,290,532	\$ 1,941,315	59.0%

	Budget	Spent to date	% Spent
	\$ 109,300	\$ 28,395	26.0%
	\$ 20,470	\$ 3,241	15.8%
	\$ 23,000	\$ 10,953	47.6%
	\$ 684,000	\$ 360,974	52.8%
	\$ 193,225	\$ 58,599	30.3%
	\$ 9,000	\$ 1,354	15.0%
	\$ 22,000	\$ 7,898	35.9%
	\$ 215,912	\$ 183,406	84.9%
	\$ 432,972	\$ 311,032	71.8%
	\$ 1,325,660	\$ 804,644	60.7%
	\$ 36,000	\$ 19,396	53.9%
	\$ -	\$ -	100.0%
	\$ 151,548	\$ 39,041	25.8%
	\$ 91,000	\$ (2,434)	-2.7%
	\$ 3,314,087	\$ 1,826,499	55.1%

Equipment

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,757,000	\$ 768,834	43.8%
<i>Computers, etc.</i>	\$ 358,187	\$ 55,676	15.5%
<i>Other</i>	\$ 83,202	\$ 41,852	50.3%
Total	\$ 2,198,389	\$ 866,362	39.4%

	Budget	Spent to date	% Spent
	\$ 1,714,000	\$ 736,031	42.9%
	\$ 309,229	\$ 23,611	7.6%
	\$ 75,823	\$ 9,524	12.6%
	\$ 2,099,052	\$ 769,166	36.6%

Other Departmental Appropriation

	Budget	Spent to date	% Spent
<i>Villard Square Property Payment</i>	\$ 8,300	\$ 500	6.0%
<i>East Property Payment</i>	\$ 4,000	\$ 4,000	100.0%
<i>Mitchell Street Property Payment</i>	\$ 72,000	\$ 27,000	37.5%
<i>Good Hope Property Payment</i>	\$ 45,000	\$ -	0.0%
<i>Contingent Energy Financing</i>	\$ 133,500	\$ 66,742	50.0%
Total	\$ 262,800	\$ 98,242	37.4%

	Budget	Spent to date	% Spent
	\$ 7,800	\$ -	0.0%
	\$ 3,500	\$ -	0.0%
	\$ 71,000	\$ 27,000	38.0%
	\$ 45,000	\$ -	0.0%
	\$ 130,900	\$ 65,433	50.0%
	\$ 258,200	\$ 92,433	35.8%

Total City Expenses	\$ 26,071,503	\$ 12,626,592	48.4%
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	\$ 25,452,992	\$ 12,529,886	49.2%
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**Milwaukee Public Library
Financial Report
June 30, 2023**

2023

2022

Additional Funding Sources

Contract Grants

	Budget	Spent to date	% Spent
<i>WTBBL Jul '22 - Jun '23</i>	\$ 1,136,100	\$ 903,208	79.5%
<i>ILS Jul '22 - Jun '23</i>	\$ 108,650	\$ 103,085	94.9%
Total	\$ 1,244,750	\$ 1,006,293	80.8%

	Budget	Spent to date	% Spent
	\$ 1,132,000	\$ 907,838	80.2%
	\$ 105,750	\$ 103,377	97.8%
	\$ 1,237,750	\$ 1,011,215	81.7%

Trust Funds

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 124,000	\$ 71,018	57.3%
<i>Programming</i>	\$ 38,000	\$ 11,885	31.3%
<i>Training</i>	\$ 18,000	\$ 10,130	56.3%
<i>Marketing</i>	\$ 32,000	\$ -	0.0%
<i>Contingency</i>	\$ 4,000	\$ 627	15.7%
<i>Board Development</i>	\$ 4,000	\$ 644	16.1%
<i>Strehlow 50+</i>	\$ 37,319	\$ 1,193	3.2%
Total	\$ 257,319	\$ 95,497	37.1%

	Budget	Spent to date	% Spent
	\$ 113,000	\$ 80,097	70.9%
	\$ 34,000	\$ 6,228	18.3%
	\$ 15,000	\$ 4,518	30.1%
	\$ 29,000	\$ 9,305	32.1%
	\$ 4,000	\$ -	0.0%
	\$ 4,000	\$ 336	8.4%
	\$ 39,045	\$ -	0.0%
	\$ 238,045	\$ 100,484	42.2%

Foundation Funds

	Budget*	Spent to date	% Spent
<i>Materials</i>	\$ 525,572	\$ 17,868	3.4%
<i>Programming</i>	\$ 2,167,467	\$ 427,972	19.7%
Total	\$ 2,693,039	\$ 445,840	16.6%

	Budget*	Spent to date	% Spent
	\$ 536,095	\$ 15,343	2.9%
	\$ 1,810,580	\$ 296,980	16.4%
	\$ 2,346,675	\$ 312,323	13.3%

*Foundation budget includes annual amount committed by the MPL Foundation plus prior year carryover.

Investments

U.S. Bank National Assoc. Commercial Paper (rated A1+) confirmation #327152096 dated 3/1/23 and maturing 11/1/23 at a rate of 0.4%...\$250,000.00

Director's Report

July 2023 Activities

In response to a request from the Mayor's office, Johnson attended a joint town hall hosted by several Alderpersons to discuss the 2% city-wide sales tax proposal. The legislation ultimately passed in the Common Council and subsequently, the Mitchell Street Branch Library was selected as the location where Mayor Cavalier Johnson signed the legislation and held a press conference, which Johnson attended.

As part of the MPL's participation with UW-Milwaukee School of Information Science's internship program offered in partnership with the National Taiwan Normal University (NTNU), Johnson and Librarian Valerie Nameth (Special Collections and Archives) led a cultural exchange activity to enrich the experience for the two interns. She and team members, with the help of an outside presenter, Ryan Castelaz of Discourse Coffee Workshop, hosted an immersive, American coffee culture experience as a way to reciprocate for and use the edible gifts that the interns bestowed upon the Director and MPL.

Johnson and team completed a joint presentation for the Community & Economic Development Committee of the Common Council with Director Ashanti Hamilton, Office of Violence Prevention. Johnson and Hamilton responded to an Aldermanic request to report on the mandated (as part of the 2023 Budget) collaboration between the Library and the Office of Violence Prevention on changes to Library operations, programming and partnerships that incorporate and promote the work of the Office of Violence Prevention.

Johnson is supporting city-wide broadband efforts with the Milwaukee Broadband Partnership which launched a [survey](#) that MPL staff will help promote. She continues to attend the virtual meetings of the national SHLB Broadband Coalition.

Johnson and the MPL social media team met with UWM's Maayan Silver in preparation for a story to be broadcast on an upcoming local radio program regarding MPL's TikTok and other social media. Silver is also pitching the story to NPR national. Johnson conducted a [one-on-one interview](#) with Milwaukee Journal Sentinel reporter Drew Dawson to discuss library programs and services.

Johnson continued to engage with local community leaders including meetings with newly elected Alderpersons Lamont Westmoreland and Laressa Taylor. She connected with local leaders through participation in the Rotary Club of Milwaukee.

June 2023

Summary of VIRTUAL and IN-PERSON PROGRAMS:

MPL HELPS PEOPLE READ

Richard and Leah Rothstein at Centennial Hall. Authors Richard and Leah Rothstein hosted an informational call to action at Centennial Hall for the release of their new book, *Just Action*. Their presentation covered actionable strategies to address housing discrimination, redlining, and other structure forms of racism in housing that we see in our City and neighborhoods. This event was hosted in partnership with Redress Movement and Rooted MKE Bookstore. Attendance (approx.): 100

Obreros Unidos by Jesus Salas Book Launch. This program was a launch party for the new memoir *Obreros Unidos: The Roots and Legacy of the Farmworkers Movement* by revered Wisconsin labor activist Jesus Salas, published by the Wisconsin Historical Society Press. This book is an important story of the movement for migrant worker rights with a very strong Milwaukee connection. Jesus Salas recounts his story as a migrant farm worker and a key leader of the Farmworkers Movement to improve working and living conditions for migrant laborers in Wisconsin. Attendance: 70

MPL HELPS PEOPLE LEARN

Snack Hack. Snack Hack is a food and nutrition literacy program offered as weekly sessions designed to teach all aspects of food: nutritional elements, food groups, cooking principles, history of food, how food is grown, cultural connections to

what we eat, how food works in our bodies and methods on how to prepare meals at home. Sessions include a cooking demonstration and a snack for attendees. June runs through the middle of Block 2, the second "building block" of 4 learning blocks in the series. Topics included Pan and Deep Frying; Bake, Roast, and Broil; and Sear & Sauté. Total attendance for 3 sessions: 38

Still We Rise: A Juneteenth Celebration. This program was the first in a new series on Black History with a local focus, presented by educational advocate and author Bonnie J. Edwards M.A. Ed. She discussed the history of Juneteenth and its significance concerning chattel slavery in the United States. She also talked about the holiday's impact on Black families, how it came to be celebrated in Milwaukee years prior to being declared a national holiday, and provided an opportunity for attendees to share family recollections, personal stories, and general discussion about the holiday. Attendance: 10

MPL HELPS PEOPLE CONNECT

PrideFest Milwaukee. Milwaukee Public Library returned to PrideFest to share information, resources, outreach and celebration for all on Friday, June 2 and Saturday, June 3. We engaged and interacted with close to 1,400 Fest attendees, many of who were ecstatic to see the Library's table as a Health and Wellness vendor. We distributed hundreds of MPL-themed swag bags to excited families and individuals, which included coloring sheets, colored pencils, programming info for all ages, and resource guides including a Pride reading list with titles for everyone. Table interactions: 1,400 (approx.)

Northcott Neighborhood Juneteenth Celebration. Milwaukee Public Library staff across departments tabled and walked the jubilant parade for this year's annual Juneteenth celebration. Milwaukee has one of the longest running Juneteenth celebrations and marked this year as the 52nd celebration of the now federal holiday. Staff connected with thousands of Milwaukeeans from incredibly diverse backgrounds by sharing information, resources, giveaways, and conversation. We are already excited for next year's event! Table and parade interactions: 2,326 (approx.)

Star Quality: Artist at Large: Justin McCulla. On June 12th, 2023, Beth Voecks of the Business, Technology, and Periodicals Department hosted Justin McCulla who presented on his journey as an artist from the beginning to the present day. Justin covered all the different mediums he's used and his current favorites, described his techniques, and inspirations. Justin prepared a fantastic PowerPoint presentation filled with this work: digital, oil, and more along with his favorite quotes about art. He brought physical paintings, several of his personal sketchbooks, and two portfolios full of small paintings and ideas. Justin answered attendee questions with aplomb and humility. I expect great things in his future and hope to have him present again in the future. Attendance: 10

Total attendance for 83 programs and festival events: 4,417

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
SERVICES & PROGRAMS COMMITTEE
MINUTES
Wednesday, July 12, 2023**

Video Conference Call by GoToMeeting

PRESENT: Felicia Saffold, Erika Siemsen, Kathleen Vincent, Joan Johnson

EXCUSED: Chair Ald. Milele Coggs, Michael Morgan

OTHERS

PRESENT: MPL: Chantel Clark, Carlos Lopez, Rebecca Schweisberger

Trustee Vincent called the MPL Board of Trustees Services and Programs Committee meeting to order at 4:07 p.m. on Wednesday, July 12, 2023 with a quorum present. All Trustees and presenters participated by video conference.

1. **Committee Meeting Minutes Review.** Trustee Vincent entertained a motion to accept the minutes from the March 1, 2023 meeting, listed as Attachment A of the agenda. Trustee Siemsen moved to approve; Trustee Saffold seconded. Motion passed.

2. **Revised Meeting Room Use Policy.** Chantel Clark, Associate Library Director – Strategic Initiatives and Public Services, briefed the Committee on a proposal to implement a new fee structure for the use of larger community rooms at MPL locations. At this time, with the exception of Centennial Hall, MPL does not charge for use of meeting room spaces. The parameters of the current meeting room use policy are proscriptive and require a significant investment of staff time to ensure compliance by individuals or groups using the spaces. Earlier this year, MPL participated in a department-wide audit of City processes and procedures, performed by Ernst & Young. One of the recommendations from the audit was the creation of a fee structure for meeting room use. The purpose of the fees is to recoup some of the costs associated with staffing, maintaining, and renovating the spaces. The Public Services team recommends a 3-tier fee structure:

Tier 1 – No charge: Library programs, Library partner programs, local government agencies, elected officials acting in the capacity of their elected positions

Tier 2 – Nominal or Reduced fee: Non-profit organizations

Tier 3 – Standard fee: Commercial entities

Under this structure, fees would be charged for 3-hour blocks of time and the parameters for meeting room use will vary between the tiers. The minimum reservation would be 0-3 hours and the proposed fee structure would align with other library systems of comparable size. Additionally, MPL would like to explore the option of renting out other spaces at Central Library, such as the Business Commons or Grand Rotunda, for private events. The Public Services team will create a clear process and guidelines for partnerships. Library Director Joan Johnson stated her support of the recommendations and commended Associate Director Clark and her team for their great work on reimagining spaces use at MPL.

MPL is working with the MKE 2024 Host Committee as a potential vendor during the Republican National Convention (RNC). The Host Committee is a non-profit, non-partisan organization that is charged with working with the City of Milwaukee to ensure a successful convention. MPL may serve as a vendor to provide reservable spaces during the convention and all vendors are required to sign Memorandum of Agreement (MOA). The MOA would require MPL to hold all reservable spaces at MPL for use by the MKE 2024 Host Committee between July 14-19, 2024. All requests for use of the spaces will be made through the Host Committee. Vendors are also required to complete a mutual

confidentiality agreement. The documents MPL is signing were reviewed and approved by the City Attorney's Office. If the fee structure is approved, it will be included in the documents MPL submits to the Host Committee. Trustee Saffold moved to direct Library Director Johnson to prepare a fee proposal regarding venue reservation to be included in the Memorandum of Agreement for the MKE 2024 Host Committee and RNC, which will be presented for approval at the regular Board meeting on July 25, 2023. Trustee Siemsen seconded. Motion passed.

Associate Director Clark noted there are other meeting room policy revisions that may take longer to generate and will be presented to the Committee at a future meeting.

3. **Safety Report.** Carlos Lopez, Security Manager, presented statistics about security incidents at all MPL locations during Quarters 1 and 2 of 2023. In Quarter 1, there was a slight increase in incidents at Bay View, Mitchell Street, Villard Square, and Washington Park compared to 2021. The number of trespassing incidents was triple the number from 2021. In Quarter 2, there was an increase in security incidents in all branches when compared with 2021. Systemwide, the highest number of incidents occur between noon and 4:00 p.m. Library Director Joan Johnson noted that since reopening after the pandemic, patron visits and circulation have been steadily increasing. The increase in security incidents corresponds with increased patron visits and are comparable to pre-pandemic years. MPL is working on a plan to provide staff training about mental health, de-escalation, and having difficult conversations. Informational item.

The meeting of the Milwaukee Public Library Board's Services & Programs Committee was adjourned at 5:10 p.m. on July 12, 2023.



MEMO

Date: July 25, 2023

To: Milwaukee Public Library Board of Trustees

From: Joan Johnson, Library Director

Re: MPL Spaces Proposed Fee Structure for the 2024 Republican National Convention in Milwaukee

Milwaukee Public Library is participating as a venue host for the 2024 Republican National Convention, July 15-18, 2024. For this purpose, MPL is considered a vendor of the MKE 2024 Host Committee, a non-profit, non-partisan organization that is charged with working with the City of Milwaukee, its businesses, and its residents to ensure a successful convention and to conduct much of the procurement in support of the convention itself. The Host Committee is administering the vendor contracts and a searchable database to facilitate matching service needs with providers.

In its role as a provider of venue space, MPL is required to assent to and sign a “Memorandum of Agreement for Reservation of Venue,” and to include within it, MPL’s requested fees for use of its designated spaces.

Below is MPL’s proposed fee structure for Board review and approval:

A. Central and branch community rooms

Length of time	Standard Fees
Up to 3 hours	\$150
3-6 hours	\$225
More than 6 hours	\$300
After Hours	Additional costs for support after hours events, including security and cleaning.

B. Centennial Hall

Area	Cost	Deposit
Complex	\$2000 first 3 hours \$300 per hour thereafter	\$500
Auditorium	\$800 first 3 hours \$200 per hour thereafter	\$200
Loos & Masters	\$500 first 3 hours \$150 per hour thereafter	\$200
Loos or Masters	\$300 first 3 hours \$125 per hour thereafter	\$200

If approved, these fees will be added to the MOA for submittal to the MKE 2024 Host Committee.

