

MILWAUKEE

PUBLIC LIBRARY

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

John Gurda, President

Michele Bria, Vice-President

JoAnne Anton, Financial Secretary

Paula Kiely, Secretary

**Ald. Milele Coggs, Sharon Cook, Ald. Cavalier Johnson, Ald. Nik Kovac,
Chris Layden, Sup. Marcella Nicholson, Joan Prince, Dir. Mark Sain, Jennifer Smith
Secretary's Assistant: Crystal Sura (414) 286-3021**

Tuesday March 27, 2018

4:30 p.m.

Central Library

Meeting Room 1

814 West Wisconsin Avenue

Milwaukee, WI 53233

AGENDA

PUBLIC COMMENT

SPECIAL COMMUNICATION

1. **New Milwaukee County Federated Library System (MCFLS) Executive Director.**
Mr. Steve Hesper, the newly appointed executive director of the MCFLS will share his background and his goals for the coming year.

CONSENT AGENDA

Attachment A, page 3

2. **Regular Board Meeting Minutes January 23, 2018.**
3. **Special Board Meeting Minutes March 9, 2018.**
4. **Committee Reports.**
Innovation & Strategy Meeting Minutes February 14, 2018
5. **Administrative Reports.**
 - a. Personnel Actions
 - b. Financial Report
 - c. Library Director's Reports
 - d. Communication from Alderwomen Milele Coggs's Office

REPORTS

6. **Milwaukee County Federated Library System (MCFLS) Board**. Trustee Nik Kovac, Resource Library Representative, will report on the February 12, 2018 and March 19, 2018 MCFLS Board meetings.
7. **Building and Development Committee**. Chair Michele Bria will provide a report from the March 12, 2018 meeting regarding contracts, the design of the new library on Good Hope Road and an energy efficiency presentation.

NEW BUSINESS

8. **Department of Public Instruction 2017 Annual Report and Statement Concerning Public Library System Effectiveness**. The Board will discuss the library's report for 2017 and its response regarding the MCFLS providing effective leadership and adequately meeting MPL's needs.

Attachment B, page 37

STRATEGIC DISCUSSION

9. **MPL Board Retreat**. The Board will discuss the Retreat Report, to be presented by Consultant Frank Martinelli and next steps.

REMINDER: Next scheduled meetings are:

March 28, 2018 – Nominating Committee – Central Library 9:00 a.m.

April 5, 2018 – Building and Development Committee – Central Library 8:00 a.m.

April 11, 2018 – Innovation & Strategy Committee – Central Library 8:00 a.m.

April 24, 2017 – Finance & Personnel Committee – Central Library 4:00 p.m.

April 24, 2017 – Regular Meeting – Central Library 4:30 p.m.

May 3, 2018 – Building and Development Committee – Central Library 8:00 a.m.

May 7, 2018 – Services and Programs Committee – Central Library 5:30 p.m.

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.

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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 January 23, 2018
Central Library Community Room 1
814 West Wisconsin Avenue
Milwaukee, WI 53233**

PRESENT: JoAnne Anton, Michele Bria, Ald. Milele Coggs, Sharon Cook, John Gurda, Ald. Cavalier Johnson, Ald. Nik Kovac, Chris Layden, Sup. Marcelia Nicholson, Jennifer Smith, Paula Kiely

EXCUSED: Joan Prince, Dir. Mark Sain

STAFF: JeTaun Colbert, Barbara Henry, Joan Johnson, Eileen Force Cahill, Dawn Lauber, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger, Crystal Sura, Pat Swanson, Kelly Wochinske

OTHERS

PRESENT: Frank Martinelli, Center for Public Skills Training

President John Gurda, called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:45 p.m. on January 23, 2018 with a quorum present. Trustee Coggs participated by conference phone. Several Trustees were excused before the meeting adjourned; however a quorum was maintained throughout the meeting.

PUBLIC COMMENT none

Ms. JeTaun Colbert was introduced as the new Washington Park Branch manager.

RESOURCES / RECOMMENDATIONS / RESEARCH

1. **Net Neutrality.** Ms. Judy Pinger, Assistant Library Director, presented a brief background and history on net neutrality and the potential impact on public libraries in general and Milwaukee Public Library in particular. The Federal Communications Commission's vote in December 2017 to repeal net neutrality has the possibility to greatly alter the Internet landscape as we now utilize it. The current net neutrality legislation mandates that Internet service providers provide equal access to all data regardless of bandwidth and content. The repeal of net neutrality would result in Internet Service Providers having the ability to restrict and control internet traffic based on a fee based platform. The impact on libraries would be significant as many of our patrons receive Internet access at the library and rely on the open web for their many informational, educational and recreational needs. President John Gurda suggested sending a letter to Wisconsin Senators advocating for the importance of net neutrality for libraries. Informational item.

CONSENT AGENDA

2. **Regular Board Meeting Minutes November 28, 2017.**
3. **Committee Reports.**
 - a. Innovation and Strategy Committee Meeting Minutes December 6, 2017
 - b. Executive Committee Meeting Minutes December 8, 2017

4. **Administrative Reports.**
 - a. Personnel Actions
 - b. Financial Report
 - c. Library Director's Reports

President Gurda asked the Board if any items should be removed from the Consent Agenda presented as attachment A, pages 3-55 of the agenda. Trustee Cook asked about the decrease in unique visitors listed on the Computer, Internet, and Electronic Statistics. Ms. Pinger said late last year, it was discovered there was a miscount of internal hits to CountyCat's Web page, which has since been corrected. President Gurda entertained a motion to approve. Trustee Anton moved and Trustee Cook seconded a motion to approve the Consent Agenda as amended. Motion passed.

REPORTS

5. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Nik Kovac, Resource Library Representative, gave a report from the January 22, 2018 MCFLS Board meeting. The Board met in executive session and selected Mr. Steve Hesper as the new MCFLS Director. Mr. Hesper, who accepted the position, was most recently MCFLS's Systems Administrator. The election of officers was approved, President Paul Ziehler, Vice-President Paula Pennebaker and Treasurer Nik Kovac. Informational item.

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6. **MPL Finance and Personnel Committee.** The committee received the US Bank Market Review and Outlook report dated December 2017 prior to the meeting. Chair JoAnne Anton reported that at the January 23, 2018 Finance and Personnel meeting held earlier, the advisor from US Bank reviewed MPL's Trust Fund investments and did not recommend any changes to the portfolio.

Financial Secretary Anton said the usual quarterly report on internal accounting controls was provided, finding nothing out of order.

Financial Secretary Anton moved the committee's recommendation to award the contract for Financial and Compliance Audit Services of the Milwaukee Public Library Trust Fund to Reilly, Penner, & Benton. Trustee Bria seconded the motion. Motion passed.

Library administration is working on an agreement with Ancestry.com for an institutional level lifetime membership to Ancestry.com in exchange for digitizing MPL's collection of Milwaukee County vital records.

The January 23, 2018 committee agenda, minutes and audit memo are attached at the end of these minutes.

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7. **MPL Foundation Report.** MPL Foundation Director of Philanthropy Pat Swanson shared that the Foundation raised \$4.7 million in 2017, a \$3.4 million increase over the previous year. The Foundation also has attracted 425 new donors.

Cargill Corporation has donated \$100,000 to support the community kitchen with culinary literacy programs and classes at the Mitchell Street branch.

Foundation staff have recently rebranded the planned giving campaign, naming it the Legacy Leaders Society. A new brochure will be mailed and a information session kickoff event will be held in April during National Library week.

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8. **Branch Redevelopment.** Library Construction Project Manager Sam McGovern-Rowen provided an update and reviewed the schedule for all projects. The city attorney's office and developer Royal Capital LLC and Maures Development Group are working through final details of the Good Hope Project Development Agreement. Mr. McGovern-Rowen is working to determine the final pricing of the scope of the white box. The anticipated closing of financing is mid-March. Ground-breaking for the mixed-use facility located at 7717 W. Good Hope Road will take place this spring. The Grand opening of the new 17,500 square foot library is expected in summer of 2019. The library team, along with Zimmerman Architectural Studios Inc. has been meeting regularly to design the library space. A final community meeting will be scheduled in February. The final design of the library will be presented to the Building and Development Committee in March, with a recommendation to the full Board at its regular meeting on March 27, 2018. The update on the mixed-use project that will replace the current Martin Luther King Library at 310 W. Locust Street is that Young Development continues to wait for a decision from Wisconsin Housing and Economic Development Authority (WHEDA) as to whether they received an allocation in new market tax credits. The team continues to work on the financing package and design to prepare for the WHEDA announcement. In anticipation of replacing the Capitol library, library administration has been researching sites and presenting demographics to the Building and Development Committee. The RFP for a developer will be site specific. Informational item.
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OLD BUSINESS

9. **Board Retreat.** Consultant Frank Martinelli distributed the MPL Board of Trustees Governance Retreat Agenda draft for the February 28, 2018 retreat, attached at the end of these minutes. Mr. Martinelli briefly summarized the session that will include presentations of four future MPL scenarios. The Trustees will discuss the implications that the scenarios will have on Board governance and develop strategies that are relevant in any of the scenarios. The goal is to provide opportunities for MPL leadership to hone their strategic and generative analysis and decision-making skills, thereby enhancing the Board of Trustees capacity to govern effectively in the future. Informational item.
-
10. **Communication from City Council Members.** Director Kiely said that she will meet with Alderman Kahlif Rainey regarding his communication on expanding library hours and will provide more information to the Board following that discussion. Informational item.
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NEW BUSINESS

11. **Nominating Committee.** President Gurda appointed Trustees Prince, Johnson and himself to serve on a committee to nominate Board officers for the 2018-2020 term. A Nominating Committee meeting will be scheduled in spring. The election will be held on May 22, 2018. Informational item.
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STRATEGIC DISCUSSION

12. **Urban Library Council – Equity Statement.** The Board considered formal adoption of the Statement on Race and Social Equity developed by members of the Urban Libraries Council, attachment B, page 56 of the agenda. The trustees reviewed the document which summarized ways library systems are working to achieve equity in the communities they serve. Discussion ensued. Trustee Kovac made a motion to accept the document. Trustee Bria seconded the motion. Motion passed.
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With no further business, the Milwaukee Public Library Board of Trustees meeting of January 23, 2018 was adjourned at 6:03 p.m.



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

January 8, 2018

To: Finance & Personnel Committee of the
Milwaukee Public Library Board of Trustees:
Chair JoAnne Anton, Ald. Milele Coggs, Ald. Chevy Johnson,
Chris Layden, Joan Prince *all trustees are welcome to attend*
MPL: Jennifer Meyer-Stearns, Sarah Leszczynski
US Bank: Richard Romero, Wayne Sattler

Fm: Paula A. Kiely, Library Director

Re: Finance & Personnel Committee Meeting
Tuesday January 23, 2018, 4:00 p.m.-4:30 p.m.
Central Library Meeting Room 1, 814 W. Wisconsin Avenue

MEETING NOTICE AND AGENDA

1. **Quarterly Review of Fund Investments.** Mr. Wayne Sattler of US Bank will review the performance of the Trust Fund investments and offer suggestions for maximizing returns.
2. **Quarterly Library Report of the Internal Control of the MPL Trust and Gift Funds.** Assistant Director Jennifer Meyer-Stearns will report on internal accounting management.

Attachment A, page 2
3. **Audit Services.** A recommendation for award of auditing services of the MPL Trust Fund to Reilly, Penner & Benton LLP will be presented.
4. **Ancestry.com Proposal.** Assistant Library Director Judy Pinger will explain the background and history of a proposal to digitize historical records.

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ATTACHMENT A-P. 4 of 34
MPL CONSENT AGENDA
2.Regular Minutes 01/23/18



MEMORANDUM

Date: January 12, 2018

To: Paula A. Kiely, Library Director

From: Jennifer Meyer, Assistant Library Director - Operations

Re: Internal Controls - Fourth Period 2017

I have confirmed that in October, November and December 2017 Library staff followed Trust Fund internal control procedures. I am pleased to report that there were no issues with the operations of the Library Gift and Trust Fund during this period.

The Account Clerk received all checks and prepared cash receipts for each one. I reviewed and retained a copy of each cash receipt.

The Business Manager prepared checks and Fund Payment Requests for signature based on the Board's Check Signature Policy.

The Deputy Director received the October, November and December monthly bank statements and reviewed canceled checks. I prepared the monthly bank reconciliations for this period and the Business Manager posted all transactions to QuickBooks.

MPLTrust and Gift Funds
Revenues and Expenditures - Total All Funds
 January through November 2017

	Jan - Nov 17
Ordinary Income/Expense	
Income	
Bequests	859,515.80
Facilities Rental	10,950.00
Gifts	8,240.00
Investment Income	
Gains and Losses	505,608.64
Interest and Dividends	54,787.42
Total Investment Income	560,396.06
Other Income	21,542.14
Sale of Materials	6,674.09
Total Income	1,467,318.09
Expense	
Events	3,559.00
Honorarium	10,423.80
Memberships	1,666.50
Mileage	3,213.18
Miscellaneous Expenses	1,835.07
Outside Services	40,284.12
Photo Reproductions	767.04
Professional Fees	18,684.59
Sales Tax	-25.42
Supplies	29,759.58
Training	2,093.40
Total Expense	112,260.86
Net Ordinary Income	1,355,057.23
Net Income	1,355,057.23

MPL Trust and Gift Funds
Balance Sheet
As of November 30, 2017

	Nov 30, 17
ASSETS	
Current Assets	
Checking/Savings	
Checking - US Bank	1,131,716.31
Common Stock	907.50
Trust & Custody - US Bank	3,928,974.18
Total Checking/Savings	5,061,597.99
Total Current Assets	5,061,597.99
TOTAL ASSETS	5,061,597.99
LIABILITIES & EQUITY	
Equity	
Assigned - Gift	
Architectural Archives	11,824.67
Bookfellows of Milwaukee	5,529.63
Children's Programming	-597.47
General Library Development	100,020.63
Great Lakes Marine	16,921.63
Interlibrary Loan	121.91
Little Memorial, Clara	1,361.43
Marketing	-130.45
Milwaukee Photo Collection	22,018.91
Railroad Drawings	7,592.84
Staff Training	-3.40
Young Adult Programming	-140.00
Total Assigned - Gift	164,520.33
Restricted - Trust/Gift	
Goldstein	2,165.03
Hunke	65,600.69
Railroad Drawings	15,000.00
Strehlow	51,824.65
Talking Book & Braille Library	133,653.84
Total Restricted - Trust/Gift	268,244.21
Unassigned - Trust Fund	3,273,776.22
Net Income	1,355,057.23
Total Equity	5,061,597.99
TOTAL LIABILITIES & EQUITY	5,061,597.99

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
FINANCE & PERSONNEL COMMITTEE
MINUTES
Tuesday January 23, 2018
Central Library Meeting Room 1
814 W. Wisconsin Avenue**

PRESENT: JoAnne Anton, Ald. Milele Coggs, Ald. Chevy Johnson, Jennifer Smith,
Paula Kiely

EXCUSED: Chris Layden, Joan Prince

OTHERS

PRESENT: MPL: Joan Johnson, Sarah Leszczynski, Jennifer Meyer-Stearns, Judy Pinger,
Crystal Sura
US Bank: Richard Romero, Wayne Sattler

Chair and Financial Secretary JoAnne Anton called the meeting of the Board of Trustees Finance & Personnel Committee to order at 4:10 p.m. on Tuesday January 23, 2018 with a quorum present. Trustee Smith was temporarily appointed to the committee. Trustee Coggs participated by conference phone.

1. **Quarterly Review of Fund Investments.** The Board received the U.S. Bank Institutional Trust and Custody quarterly report for MPL dated January 23, 2018 prior to the committee meeting. U.S. Bank Senior Portfolio Manager Wayne Sattler provided a market overview. The MPL Trust Fund investment performance for the period ending December 31, 2017 was reviewed. The portfolio overview was summarized. No changes to the investment portfolio were recommended. The committee accepted the report. Informational item.

2. **Quarterly Report of the Internal Control of the MPL Trust and Gift Funds.** Assistant Library Director Jennifer Meyer-Stearns distributed a memo regarding Internal Controls – Fourth Period 2017, attachment A, page 2 of the agenda. She reported to the committee that all reconciliations and statements have been reviewed and approved monthly and have been found to be in good order. Informational item.

3. **Audit Services.** Ms. Meyer-Stearns distributed a memo regarding the Award Recommendation for Financial and Compliance Audit Services of the Milwaukee Public Library Trust Fund. She explained that an RFP was sent to eight local and regional firms with auditing and accounting experience. One proposal was received. Library administration recommends accepting the proposal submitted by Reilly, Penner, & Benton, the library's current accounting firm. The three-year contract covers 2017 to 2020 audit years at the cost of \$5,100. Trustee Johnson moved approval to award the contract for Financial and Compliance Audit Services of the Milwaukee Public Library Trust Fund to Reilly, Penner, & Benton. Trustee Smith seconded the motion. Motion passed. The memo is attached at the end of these minutes.

*ATTACHMENT A-P. 8 of 34
MPL CONSENT AGENDA
2.Regular Minutes 01/23/18*

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4. Ancestry.com Proposal. Assistant Library Director Judy Pinger said that the library was approached by Ancestry.com with a request to digitize over 250 reels of microfilm from MPL's collection. The unique microfilm lists early nineteenth-century Milwaukee County vital records. Administration is working with the City Attorney's office on developing an agreement. Ancestry.com has offered an institutional level lifetime membership to Ancestry.com, a \$20,000 subscription savings per year for MPL. An archival expert will make a reproduction of the microfilm and use it as part of the Ancestry.com database moving forward. Library patrons have access to the genealogy resource within all MPL libraries. Informational item.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 4:30 p.m. on Tuesday January 23, 2018.



MILWAUKEE
PUBLIC LIBRARY

Central Library

Date: January 23, 2018
To: Library Finance & Personnel Committee of the Milwaukee Public Library Board of Trustees
From: Jennifer Meyer-Stearns, Assistant Library Director – Library Operations
Re: Award recommendation for Financial and Compliance Audit Services of the Milwaukee Public Library Trust Fund.

The Milwaukee Public Library issued a Request for Proposals for Financial and Compliance Audit Services on December 13, 2017. The RFP for this professional service was last issued in 2012.

The Request for Proposal documents were sent to 8 local and regional firms with auditing and accounting experience. Staff researched and investigated possible proposers with due diligence.

Only Reilly, Penner, & Benton, our current accounting firm, submitted a proposal. A verbal survey of the other potential vendors did not provide any actions that MPL might take to solicit other proposals.

Given their experience, qualifications, audit approach, and cost structure, the Business Office team at Milwaukee Public Library recommends accepting this sole proposal. The new term covers 2017 to 2020 audit years. The Milwaukee Public Library will have the option to review and terminate this contract at any time under certain conditions in City of Milwaukee contracting rules. The agreement will also carry an optional 2-year renewal.

MPL Board of Trustees Governance Retreat Agenda Draft
February 28, 2018

8:30 am - 12:00 noon

8:30 – Registration and Refreshments

1. Welcome (John) & overview of retreat outcomes and agenda (Paula)
2. Brief overview of strategic and generative board leadership (Frank) (Frank, would like to chat with you about the differences in the functions of corporate and non-profit boards.)
3. Presentation on surfacing of mental models and scenario thinking as two activities that can engage boards in generative thinking; summary of advance work of Retreat Planning Team and small groups (Frank) (Frank, is this for the benefit of people who haven't been at past meetings?)
4. Brief presentation on mental models identified by the Retreat Planning Team - highlighting beliefs and assumptions held by MPL in thematic areas: (Paula)

Discussion of the interplay between scenario thinking and mental models; ways in which these activities influence each other (Frank)

5. Four Scenarios of the Future for MPL
 - Presentation of four future scenarios developed by work teams; Each team will offer a brief presentation of scenario story highlights (Teams)
 - Group discussion of scenario stories focusing on key discoveries, learnings, and challenges. This discussion will also touch on the impact of the scenario work on mental models. (Frank)

12:00 noon LUNCH

12:45 – 4:00 pm

6. Identifying Strategies for Operating Strategically in the Future (In Small Groups)
 - Revisit scenario stories noting any new insights and learning
 - Identify strategies for operating strategically in each future with a focus on strategies that could seem to work in multiple futures.
7. Implications for MPL Board Governance (Full Group)
 - What are some of the new questions for MPL?
 - Brief overview of proven practices and tools
 - Group identifies implications of the retreat process for future board meeting design and conduct as well as committee/task force work.
8. Summary and Close of Session
 - Key takeaways
 - Evaluation
 - Closing comments



MILWAUKEE

PUBLIC LIBRARY

Vision

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

BOARD OF TRUSTEES SPECIAL MEETING

John Gurda, President

Michele Bria, Vice-President

JoAnne Anton, Financial Secretary

Paula Kiely, Secretary

**Ald. Milele Coggs, Sharon Cook, Ald. Cavalier Johnson, Ald. Nik Kovac,
Chris Layden, Sup. Marcelia Nicholson, Joan Prince, Dir. Mark Sain, Jennifer Smith
Secretary's Assistant: Crystal Sura (414) 286-3021**

March 9, 2018

1:00 p.m.

Central Library

Trustees Room

814 West Wisconsin Avenue

Milwaukee, WI 53233

NOTICE / AGENDA – Revised

(Note: Please be apprised that less than 24 hours' notice is given for this notice because it is impractical to give the 24 hours' notice.)

Trustees may participate by conference phone – please call 286-6113, passcode 030918.

1. **Committee Approval of Contracts.** The Board will exercise Article XIII – POWERS OF BOARD COMMITTEES to authorize the Library Board's Building and Development Committee to approve contracts for the library's Wide Area Network (WAN) and Internet provider services.

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.

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ATTACHMENT A-P. 12 of 34
MPL CONSENT AGENDA
3.SpecialMinutes 03/09/18

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
SPECIAL MEETING
MINUTES
Friday March 9, 2018
Central Library Trustees Room**

PRESENT: Michele Bria, Ald. Milele Coggs, John Gurda, Ald. Cavalier Johnson,
Ald. Nik Kovac, Chris Layden, Joan Prince, Dir. Mark Sain, Paula Kiely

EXCUSED: JoAnne Anton, Sharon Cook, Sup. Marcelia Nicholson, Jennifer Smith

President John Gurda called the MPL Board of Trustees Special meeting to order at 1:10 p.m. on March 9, 2018 with a quorum present. All trustees participated by conference phone.

1. **Committee Approval of Contracts.** Director Kiely said two contracts will need to be approved at the March 12, 2018 Building and Development Committee meeting in order to qualify for E-rate discounts. The contracts are Wide Area Network vendor, and Internet Service Provider vendor. The deadline for the E-rate discount is March 22, 2018, and the Regular meeting of the Board is March 27, 2018. Library administration is requesting the Board give the Building and Development Committee permission to approve the two contracts under the MPL Board of Trustees Bylaws Article XIII – Powers of Board Committees. The Article states no committee will have other than advisory powers unless, by suitable action of the Board it is granted specific power to act and a quorum of the Board is present. Trustee Bria moved to authorize the Library Board’s Building and Development Committee to approve vendor contracts for the library’s Wide Area Network, and Internet Service Provider. Trustee Prince seconded the motion. Motion passed.

The Special meeting of the Milwaukee Public Library Board was adjourned at 1:30 p.m. on March 9, 2018.



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

Revised

February 9, 2018

To: Innovation and Strategy Committee of the
Milwaukee Public Library Board of Trustees
Chair Joan Prince, Ald. Nik Kovac, Michele Bria, Sharon Cook, Chris Layden
all trustees are welcome to attend

Fm: Paula A. Kiely, Library Director

Re: Innovation and Strategy Committee Meeting
Wednesday, **February 14**, 8:00 a.m.-9:00 a.m.
Central Library Meeting Room 1, 814 W. Wisconsin Avenue

MEETING NOTICE AND AGENDA

1. **Library Board Retreat** – The Committee will review plans for the February 28th retreat and the expected outcomes.
2. **Succession Planning** – The Committee will review and discuss several tools that are available to evaluate the balance of needed skills and experience of board members.
3. **Visit by Susan Benton** – The Committee will review and discuss the draft itinerary for Urban Library Council President and CEO Benton's visit on March 27.

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ATTACHMENT A-P. 14 of 34
MPL CONSENT AGENDA
4. Innovation & Strategy Minutes
02/14/18

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
INNOVATION & STRATEGY COMMITTEE
MINUTES
Wednesday February 14, 2018
Central Library Meeting Room 1**

PRESENT: Michelle Bria, Sharon Cook, Chris Layden, Joan Prince, Paula Kiely

EXCUSED: Ald. Nik Kovac

Committee Chair Joan Prince called the MPL Board of Trustees Innovation & Strategy Committee meeting to order at 8:06 a.m. on February 14, 2018 with a quorum present. Trustee Layden participated by phone.

1. **Library Board Retreat.** Director Kiely said in preparation for the February 28, 2018 Board retreat, the Retreat Planning Team has developed scenarios for MPL of the future. Three outside experts have read the scenarios and provided comment. The committee suggested that since financing and funding are key to the future, it might be beneficial to have the former City of Milwaukee Budget Director review the scenarios. At the retreat, the Trustees will reflect on the scenarios in small groups and report on their discussions. A draft of the MPL Board of Trustees Governance Retreat agenda was reviewed. Informational item.

2. **Succession Planning.** The committee reviewed and discussed tools to evaluate the balance of needed skills and experience of board members. The trustees will be asked to complete a profile worksheet after the February 28, 2018 Board Retreat. The worksheet will help evaluate the balance of needed skills and experience of board members. After a brief discussion on the various appointing authorities of the MPL board, the committee agreed that the board president can engage the appointing authorities as to the responsibilities and expectations of a trustee. It was suggested that members of the board identify potential prospects and develop a list to guide the discussion of the MPL Executive Committee on succession planning. It was noted that the Nominating Committee will meet in spring to recommend a slate of officers. The election will take place at the May 22, 2018 regular meeting, at which time, the officers assume the chair. Informational item.

3. **Visit by Susan Benton.** Director Kiely referred to a draft itinerary for Urban Library Council President and CEO Benton's visit on March 27, 2018. The purpose of the visit is to engage the Board in the activities of the Urban Libraries Council as the Board continues to discuss the future of the library, race and social equity, and board leadership. The committee discussed ideas to take the greatest advantage of the time spent with Ms. Benton while also sharing MPL's current projects and future goals. Informational item.

The meeting of the Milwaukee Public Library Board's Innovation & Strategy Committee was adjourned at 9:05 a.m. on February 14, 2018.

MILWAUKEE PUBLIC LIBRARY SYSTEM

PERSONNEL ACTIONS

COVERING PERIOD: DECEMBER 31, 2017 THROUGH MARCH 10, 2018 *

The Secretary reports the following personnel actions:

REGULAR APPOINTMENT

Joanne Vandestreek - Librarian II - Business Technology, Science & Periodicals	01/16/18
Danielle Wroblewski - Library Volunteer Coordinator - Human Resources	01/16/18
Michael Jefferson Jr. - Custodial Worker II - CL - Facilities & Fleet	02/12/18

REHIRE / REGULAR APPOINTMENT

JeTaun Colbert - Library Branch Manager - Washington Park	01/16/18
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EXEMPT APPOINTMENT

Alexandra Beyreis-Heim - Teen Outreach Intern - EOS / CLCR	01/22/18
Jessica Martinez - Teen Outreach Intern - EOS / CLCR	01/22/18
Maliqk Martinez - Teen Outreach Intern - EOS / CLCR	01/22/18
J-Jesus Sanchez-Arias - Teen Outreach Intern - EOS / CLCR	01/22/18
Alvin Watts - Teen Outreach Intern - EOS / CLCR	01/22/18
Corinne Wright - Teen Outreach Intern - EOS / CLCR	01/22/18
Lucero Romero - Teen Outreach Intern - EOS / CLCR	02/12/18
Kenya Tennione - Teen Outreach Intern - EOS / CLCR	02/12/18

REINSTATEMENT

Elisabeth Kaune - Librarian II - Atkinson	01/29/18
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TEMPORARY APPOINTMENT

Maria Huerta-Cervantes - Library Circulation Assistant I - Mitchell Street	02/12/18
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PROMOTION

Marie Jauregui - Accounting Assistant I to Personnel Payroll Assistant II - Payroll & Accounting	12/03/17
Laura Patiño - Librarian II (1/2) to Librarian III (1/2) - Business Technology, Science & Periodicals	12/03/17
Maria Burke - Librarian II to Librarian III - Arts & Media	12/31/17
Rebecca Manz - Librarian II to Librarian III - Bay View	12/31/17
Michelle Gumowski - Library Technician III to Copy Cataloging Technician II - Tech Services / CCDM	01/14/18
Pamela Johnson - Librarian I to Librarian II - Villard Square	02/11/18

PROMOTION / TRANSFER

Eleanore Bednarek - Library Circulation Assistant I - Capitol To: Librarian II - Villard Square	12/31/17
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Elizabeth Braithwaite - Library Circulation Assistant I - Bay View To: Librarian I - EOS / CLCR	12/31/17
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Nancy Bell - Library Circulation Assistant I - East 02/11/18
To: Library Reference Assistant - Ready Reference

Christine O'Rourke - Library Reference Assistant - Ready Reference 02/11/18
To: IT Support Specialist - Technical Services / Automation

CHANGE OF ASSIGNMENT

Cami Benham - Library Circulation Assistant II - Circulation 12/17/17
To: Library Circulation Assistant II - Circulation (working Call Director)

POSITION CHANGE / TITLE CHANGE / TRANSFER

Cami Benham - Library Circulation Assistant II - Circulation (working Call Director) 01/14/18
To: Communications Assistant I - Investigation & Call Director

Alison Ziegler - Office Clerk II - Business Office 02/11/18
To: Office Assistant II - Business Technology, Science & Periodicals

Jamie Gentry - Library Circulation Assistant I - Atkinson 02/25/18
To: Office Assistant II (underfilling Accounting Assistant I) - Payroll & Accounting

CHANGE IN STATUS / TRANSFER

Donielle Lewis - Library Circulation Assistant I - Martin Luther King 01/14/18
To: Library Circulation Assistant I (1/2) - Circulation

Kaitlin McKillip - Library Circulation Assistant I (1/2) - EOS 02/11/18
To: Library Circulation Assistant I - working 1/2 time in EOS & 1/2 time in ILS

Tanya Dhein - Library Circulation Assistant I (LPT) - Tippecanoe 02/25/18
To: Library Circulation Assistant I - Tippecanoe

TRANSFER

Dawn Gardner - Library Branch Manager - Washington Park to Bay View 01/14/18

Brenda Hantula - Library Circulation Assistant I - Mill Road to Capitol 01/14/18

Jessica Moore - Librarian III - Villard Square to Tippecanoe 01/14/18

Jessica Pawelski - Branch Library Services Assistant - Capitol to Mill Road 01/14/18

Charles Reaves - Branch Library Services Assistant - Mill Road to Capitol 01/14/18

Elizabeth Braithwaite - Librarian I - EOS / CLCR to East 02/11/18

Emily Stueven - Librarian II - East to EOS / CLCR 02/11/18

Brian Boyle - Library Circulation Assistant I - Tippecanoe to Martin Luther King 02/25/18

ADDITIONAL ASSIGNMENT ENDING

Anthony Frausto - Library Branch Manager - Mitchell Street also working Bay View 01/14/18
To: Library Branch Manager - Mitchell Street

LEAVE OF ABSENCE 24.0 OR MORE HOURS

Promise Milton - Library Circulation Assistant I - Circulation - 40.0 hours 01/01/18

SUSPENSION

Jeffrey Gold - Librarian III - EOS / CLCR 02/26/18

RETURN FROM SUSPENSION

Jeffrey Gold - Librarian III - EOS / CLCR 02/28/18

RESIGNATION

Thomas Mills - Library Circulation Assistant I (LPT) - Center Street 01/06/18

Kevin Cross - Library Circulation Assistant I - Villard Square 01/17/18

Shaniya Horton - Library Circulation Aide - Circulation 02/04/18

Stacy Silva - Library Circulation Assistant I - Mitchell Street 02/13/18

Kaila Rucker-Wilson - Library Circulation Assistant I (LPT) - Atkinson 02/17/18

TERMINATION DURING PROBATION

James Zolo - Office Assistant II - WTBBL 02/24/18

RETIREMENT

Linda Szweda - Copy Cataloging Technician II - Technical Services / CCDM 01/03/18

MPL Service Credit: 44 years 3 months 8 days

W. Russell Majala - Municipal Services Electrician - Facilities & Fleet 01/06/18

MPL Service Credit: 21 years 5 months 14 days

Laurel Kerstein - Library Circulation Assistant III (underfilling Library Services Assistant) - WTBBL 01/27/18

MPL Service Credit: 30 years 11 months 4 days

* Includes personnel actions, recently approved by the Department of Employee Relations, that are retroactive to previous dates

**Milwaukee Public Library
Financial Report
January 31, 2018**

2018

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City Revenues

	Budget	Received to Date	% Received
<i>City Budget Appropriation</i>	\$ 21,949,443	\$ 1,768,822	8.1%
<i>Fines</i>	\$ 225,000	\$ 11,843	5.3%
<i>Lost Materials, etc.</i>	\$ 101,800	\$ 3,811	3.7%
<i>MCFLS Contracts</i>	\$ 744,000	\$ -	0.0%
Total City Appropriation	\$ 23,020,243	\$ 1,784,477	7.8%

	Budget	Received to Date	% Received
	\$ 22,613,655	\$ 1,792,317	7.9%
	\$ 280,000	\$ 9,954	3.6%
	\$ 120,000	\$ 2,506	2.1%
	\$ 720,000	\$ -	0.0%
Total	\$ 23,733,655	\$ 1,804,777	7.6%

City Expenses

Salaries & Benefits

	Budget	Spent to Date	% Spent
<i>Salaries</i>	\$ 12,340,806	\$ 956,785	7.8%
<i>Fringe Benefits</i>	\$ 5,676,770	\$ 405,858	7.1%

	Budget	Spent to Date	% Spent
	\$ 12,731,816	\$ 1,026,024	8.1%
	\$ 5,729,318	\$ 415,350	7.2%

Operating

	Budget	Spent to Date	% Spent
<i>General Office</i>	\$ 130,000	\$ (6,002)	-4.6%
<i>Tools & Machinery Parts</i>	\$ 30,800	\$ 554	1.8%
<i>Construction Supplies</i>	\$ 38,000	\$ 4,125	10.9%
<i>Energy</i>	\$ 664,179	\$ 88,818	13.4%
<i>Other Operating Supplies</i>	\$ 178,027	\$ 8,691	4.9%
<i>Vehicle Rental</i>	\$ 7,000	\$ 185	2.6%
<i>Non-Vehicle Equipment Rental</i>	\$ 30,000	\$ 3,567	11.9%
<i>Professional Services</i>	\$ 182,500	\$ 5,692	3.1%
<i>Information Technology Services</i>	\$ 406,579	\$ 119,757	29.5%
<i>Property Services</i>	\$ 957,189	\$ 95,539	10.0%
<i>Infrastructure Services</i>	\$ 28,000	\$ -	0.0%
<i>Vehicle Repair Services</i>	\$ 500	\$ -	0.0%
<i>Other Operating Services</i>	\$ 221,700	\$ 5,450	2.5%
<i>Reimburse Other Departments</i>	\$ 68,000	\$ -	0.0%
Total	\$ 2,942,474	\$ 326,377	11.1%

	Budget	Spent to Date	% Spent
	\$ 148,000	\$ 9,896	6.7%
	\$ 31,000	\$ 127	0.4%
	\$ 38,000	\$ 160	0.4%
	\$ 809,700	\$ 80,580	10.0%
	\$ 193,587	\$ 5,017	2.6%
	\$ 8,300	\$ 432	5.2%
	\$ 32,700	\$ 3,941	12.1%
	\$ 75,000	\$ 3,631	4.8%
	\$ 357,198	\$ 155,552	43.5%
	\$ 991,000	\$ 25,216	2.5%
	\$ 28,000	\$ 11,152	39.8%
	\$ 1,500	\$ -	0.0%
	\$ 137,100	\$ 21,458	15.7%
	\$ 79,900	\$ -	0.0%
Total	\$ 2,930,985	\$ 317,162	10.8%

Equipment

	Budget	Spent to Date	% Spent
<i>Library Materials</i>	\$ 1,751,774	\$ 88,054	5.0%
<i>Computers, etc.</i>	\$ 250,419	\$ 2,001	0.8%
<i>Other</i>	\$ 58,000	\$ 5,400	9.3%
Total	\$ 2,060,193	\$ 95,456	4.6%
Total City Expenses	\$ 23,020,243	\$ 1,784,477	7.8%

	Budget	Spent to Date	% Spent
	\$ 1,751,774	\$ -	0.0%
	\$ 350,419	\$ 46,241	13.2%
	\$ 58,000	\$ -	0.0%
Total	\$ 2,160,193	\$ 46,241	2.1%
Total City Expenses	\$ 23,552,312	\$ 1,804,777	7.7%

**Milwaukee Public Library
Financial Report
January 31, 2018**

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Additional Funding Sources

Other Departmental Appropriation

	Budget	Spent to Date	% Spent
<i>Villard Square Lease</i>	\$ 13,182	\$ -	0.0%
<i>Mitchell Street Lease</i>	\$ 36,000	\$ -	0.0%
Total	\$ 13,182	\$ -	0.0%

	Budget	Spent to Date	% Spent
	\$ 13,182	\$ -	0.0%
	\$ 36,000	\$ -	0.0%
Total	\$ 13,182	\$ -	0.0%

Contract Grants

	Budget	Spent to Date	% Spent
<i>Teacher in the Library</i>	\$ -	\$ -	0.0%
<i>WTBBL</i>	\$ 976,820	\$ 520,106	53.2%
<i>ILS</i>	\$ 96,297	\$ 52,341	54.4%
Total	\$ 1,073,117	\$ 572,446	53.3%

	Budget	Spent to Date	% Spent
	\$ 100,000	\$ 3,362	3.4%
	\$ 968,700	\$ 494,848	51.1%
	\$ 96,297	\$ 50,302	52.2%
Total	\$ 1,164,997	\$ 548,512	47.1%

Trust Funds

	Budget	Spent to Date	% Spent
<i>Materials</i>	\$ 64,000	\$ -	0.0%
<i>Programming</i>	\$ 33,750	\$ 348	1.0%
<i>Training</i>	\$ 11,000	\$ 820	7.5%
<i>Marketing</i>	\$ 23,000	\$ 8,272	36.0%
<i>Contingency</i>	\$ 2,988	\$ -	0.0%
<i>Board Development</i>	\$ 5,000	\$ -	0.0%
<i>Headline</i>	\$ 5,000	\$ -	0.0%
<i>Strehlow 50+</i>	\$ 44,417	\$ -	0.0%
Total	\$ 189,155	\$ 9,439	5.0%

	Budget	Spent to Date	% Spent
	\$ 65,100	\$ 40,690	62.5%
	\$ 32,000	\$ 3,455	10.8%
	\$ 10,000	\$ 650	6.5%
	\$ 22,000	\$ -	0.0%
	\$ 2,022	\$ 400	19.8%
	\$ -	\$ -	0.0%
	\$ -	\$ -	0.0%
	\$ 46,278	\$ -	0.0%
Total	\$ 177,400	\$ 45,195	25.5%

Foundation Funds

	Budget	Spent to Date	% Spent
<i>Materials</i>	\$ 312,562	\$ 1,179	0.4%
<i>Other Activities</i>	\$ 1,339	\$ -	0.0%
<i>Programming</i>	\$ 995,080	\$ 4,912	0.5%
Total	\$ 1,308,981	\$ 6,091	0.5%

	Budget	Spent to Date	% Spent
	\$ 342,583	\$ -	0.0%
	\$ 1,339	\$ -	0.0%
	\$ 490,287	\$ -	0.0%
Total	\$ 834,210	\$ -	0.0%

Investments

No funds were invested this period.

**Milwaukee Public Library
Financial Report
February 28, 2018**

2018

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City Revenues

	Budget	Received to Date	% Received
<i>City Budget Appropriation</i>	\$ 21,949,443	\$ 4,041,456	18.4%
<i>Fines</i>	\$ 225,000	\$ 27,132	12.1%
<i>Lost Materials, etc.</i>	\$ 101,800	\$ 7,453	7.3%
<i>MCFLS Contracts</i>	\$ 744,000	\$ -	0.0%
Total City Appropriation	\$ 23,020,243	\$ 4,076,041	17.7%

	Budget	Received to Date	% Received
	\$ 22,613,655	\$ 3,726,639	16.5%
	\$ 280,000	\$ 36,211	12.9%
	\$ 120,000	\$ 9,786	8.2%
	\$ 720,000	\$ -	0.0%
Total	\$ 23,733,655	\$ 3,772,636	15.9%

City Expenses

Salaries & Benefits

	Budget	Spent to Date	% Spent
<i>Salaries</i>	\$ 12,340,806	\$ 1,968,159	15.9%
<i>Fringe Benefits</i>	\$ 5,676,770	\$ 857,075	15.1%

	Budget	Spent to Date	% Spent
	\$ 12,731,816	\$ 1,949,791	15.3%
	\$ 5,729,318	\$ 867,194	15.1%

Operating

	Budget	Spent to Date	% Spent
<i>General Office</i>	\$ 130,000	\$ 29,908	23.0%
<i>Tools & Machinery Parts</i>	\$ 30,800	\$ 5,581	18.1%
<i>Construction Supplies</i>	\$ 38,000	\$ 7,757	20.4%
<i>Energy</i>	\$ 664,179	\$ 163,421	24.6%
<i>Other Operating Supplies</i>	\$ 178,027	\$ 26,140	14.7%
<i>Vehicle Rental</i>	\$ 7,000	\$ 1,328	19.0%
<i>Non-Vehicle Equipment Rental</i>	\$ 30,000	\$ 8,578	28.6%
<i>Professional Services</i>	\$ 182,500	\$ 83,632	45.8%
<i>Information Technology Services</i>	\$ 406,579	\$ 293,332	72.1%
<i>Property Services</i>	\$ 957,189	\$ 202,618	21.2%
<i>Infrastructure Services</i>	\$ 28,000	\$ 8,251	29.5%
<i>Vehicle Repair Services</i>	\$ 500	\$ 6,825	1365.0%
<i>Other Operating Services</i>	\$ 221,700	\$ 30,315	13.7%
<i>Reimburse Other Departments</i>	\$ 68,000	\$ -	0.0%
Total	\$ 2,942,474	\$ 867,688	29.5%

	Budget	Spent to Date	% Spent
	\$ 148,000	\$ 15,819	10.7%
	\$ 31,000	\$ 2,924	9.4%
	\$ 38,000	\$ 1,770	4.7%
	\$ 809,700	\$ 134,021	16.6%
	\$ 193,587	\$ 16,930	8.7%
	\$ 8,300	\$ 935	11.3%
	\$ 32,700	\$ 9,762	29.9%
	\$ 75,000	\$ 9,828	13.1%
	\$ 357,198	\$ 186,296	52.2%
	\$ 991,000	\$ 100,850	10.2%
	\$ 28,000	\$ 11,152	39.8%
	\$ 1,500	\$ -	0.0%
	\$ 137,100	\$ 29,944	21.8%
	\$ 79,900	\$ (525)	-0.7%
Total	\$ 2,930,985	\$ 519,706	17.7%

Equipment

	Budget	Spent to Date	% Spent
<i>Library Materials</i>	\$ 1,751,774	\$ 365,965	20.9%
<i>Computers, etc.</i>	\$ 250,419	\$ 11,754	4.7%
<i>Other</i>	\$ 58,000	\$ 5,400	9.3%
Total	\$ 2,060,193	\$ 383,119	18.6%
Total City Expenses	\$ 23,020,243	\$ 4,076,041	17.7%

	Budget	Spent to Date	% Spent
	\$ 1,751,774	\$ 286,086	16.3%
	\$ 350,419	\$ 146,814	41.9%
	\$ 58,000	\$ 3,045	5.3%
Total	\$ 2,160,193	\$ 435,945	20.2%
Total	\$ 23,552,312	\$ 3,772,636	16.0%

**Milwaukee Public Library
Financial Report
February 28, 2018**

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2017

Additional Funding Sources

Other Departmental Appropriation

	Budget	Spent to Date	% Spent
<i>Villard Square Lease</i>	\$ 13,182	\$ -	0.0%
<i>Mitchell Street Lease</i>	\$ 36,000	\$ -	0.0%
Total	\$ 13,182	\$ -	0.0%

	Budget	Spent to Date	% Spent
	\$ 13,182	\$ -	0.0%
	\$ 36,000	\$ -	0.0%
	\$ 13,182	\$ -	0.0%

Contract Grants

	Budget	Spent to Date	% Spent
<i>Teacher in the Library</i>	\$ -	\$ -	0.0%
<i>WTBBL</i>	\$ 976,820	\$ 586,617	60.1%
<i>ILS</i>	\$ 96,297	\$ 58,823	61.1%
Total	\$ 1,073,117	\$ 645,441	60.1%

	Budget	Spent to Date	% Spent
	\$ 100,000	\$ 8,453	8.5%
	\$ 968,700	\$ 557,435	57.5%
	\$ 96,297	\$ 58,268	60.5%
	\$ 1,164,997	\$ 624,156	53.6%

Trust Funds

	Budget	Spent to Date	% Spent
<i>Materials</i>	\$ 64,000	\$ 36	0.1%
<i>Programming</i>	\$ 33,750	\$ 6,357	18.8%
<i>Training</i>	\$ 11,000	\$ 1,677	15.2%
<i>Marketing</i>	\$ 23,000	\$ 8,747	38.0%
<i>Contingency</i>	\$ 2,988	\$ -	0.0%
<i>Board Development</i>	\$ 5,000	\$ -	0.0%
<i>Headline</i>	\$ 5,000	\$ -	0.0%
<i>Strehlow 50+</i>	\$ 44,417	\$ -	0.0%
Total	\$ 189,155	\$ 16,817	8.9%

	Budget	Spent to Date	% Spent
	\$ 65,100	\$ 52,423	80.5%
	\$ 32,000	\$ 6,017	18.8%
	\$ 10,000	\$ 650	6.5%
	\$ 22,000	\$ -	0.0%
	\$ 2,022	\$ 400	19.8%
	\$ -	\$ -	0.0%
	\$ -	\$ -	0.0%
	\$ 46,278	\$ -	0.0%
	\$ 177,400	\$ 59,490	33.5%

Foundation Funds

	Budget	Spent to Date	% Spent
<i>Materials</i>	\$ 312,562	\$ 7,899	2.5%
<i>Other Activities</i>	\$ 1,339	\$ -	0.0%
<i>Programming</i>	\$ 995,080	\$ 55,859	5.6%
Total	\$ 1,308,981	\$ 63,758	4.9%

	Budget	Spent to Date	% Spent
	\$ 342,583	\$ 64,981	19.0%
	\$ 1,339	\$ -	0.0%
	\$ 490,287	\$ 58,828	12.0%
	\$ 834,210	\$ 123,809	14.8%

Investments

No funds were invested this period.

Director's Report January / February / March

Preparation for the Board Retreat and work on the Public Library System Redesign (PLSR) project were headlines for my work of the past 6 weeks. The Retreat was successfully held on February 28th at the UWM Library's Conference Center. A full report and follow-up discussion will be held at the Board's March meeting. The PLSR project involved multiple phone meetings and a 2-day retreat to hear about draft service models and provide feedback. We also selected additional people to assist with crafting the final recommendation.

Members of the administrative team along with representative Teen Interns spent a day in Madison for the annual Wisconsin Library Association's Library Legislative Day. All Milwaukee Senators and Representatives received a visit from MPL for the purpose of thanking them for their support and strengthening our relationships. Next year's visits will focus on the State Budget and Public Library System Funding. One or more of the PLSR recommendations could find their way into this budget.

Closer to home, I continued to work with partners in defining the scope of the new Office of Early Childhood Initiatives. Meetings were held with the Greater Milwaukee Foundation, Milwaukee Public Schools, and the National League of Cities. The job description for the director position was forwarded to the Department of Employee Relations for study.

I attended the Mayor's annual State of the City Address at the beautiful new Northwestern Mutual office building, met with two city attorneys to review the development agreement for the Good Hope library, and attended the city's Leading for Respect Supervisory Training (required of all city managers).

MPL HELPS PEOPLE READ

Justice for All Book Club. On January 23 **Central Library** kicked off its Justice for All book club with Matthew Desmond's *Evicted*, a non-fiction book that follows eight Milwaukee families as they struggle to keep a roof over their heads during the national housing crisis. Justice for All is a book club featuring readings that highlight social justice issues and Milwaukee's ongoing struggle for racial equity and was inspired by the 50th Anniversary of the Milwaukee Fair Housing Marches. Total attendance: 6

Automating Inequality Book Talk with Professor Virginia Eubanks. On February 5 Milwaukee Public Library and co-sponsors Community Advocates Public Policy Institute and Boswell Book Company welcomed Professor Virginia Eubanks to **Central Library** for a presentation on her latest book, *Automating Inequality: How High-Tech Tools Profile, Police, and Punish the Poor*. Dr. Eubanks discussed her research on biases within decision-making public assistance management technologies and shared stories of individuals directly impacted by these systems. Total attendance: 40

MPL HELPS PEOPLE LEARN

Make your own Slime. Children from the **Center Street Branch** requested a slime making program. The slime making process involves just a few ingredients but the outcome is gooey, messy and colorful...every child's dream. The Children's Librarian took a chance and along with the staff of Center Street branch hosted the program on January 30. Total attendance: 29

Prevent Stress From Affecting Your Health, Life, and Productivity with Dr. Tony Piparo. Dr. Tony Piparo's presentation at the **Central Library** began with an overview of the ways stress affects people physically and mentally. He shared simple techniques to quickly ease mental and emotional distress in no more than 30-60 seconds. Dr. Tony Piparo is a bestselling author, speaker, coach and award-winning researcher. Total attendance: 16

Milwaukee 53206 Film Screening and Discussion. **Central Library** hosted a screening of *Milwaukee 53206* as part of Black History Month programming. The film explores issues of black male mass incarceration in Milwaukee's 53206 zip code - one of the highest in the nation. A group discussion followed the screening. Total attendance: 43

Happy Hearts Cookie Decorating. **Villard Square Branch** celebrated love and design on February 1 with a delicious design project. Families created their own unique cookie design on paper then transferred their art to their edible canvas using materials provided. Attendance: 40

MPL HELPS PEOPLE CONNECT

Martin Luther King Day 2018 was Another Winner! **The Martin Luther King Branch's** annual celebration on January 15 offered art activities led by Artists Working in Education, Book Jacket Bingo featuring African-American authors, and an interactive display on voting rights, including voter registration with assistance from the League of Women Voters and real voting booths and vote tabulator provided by the Milwaukee Election Commission. The afternoon entertainment was provided by the King Drumming Group, Signature Dance Company, Christopher's Project, Kelvon Cortez Jones, Alpha Phi Alpha Alumni and the Ina Onilu Drum and Dance Ensemble. Mayor Barrett gave a warm welcome to the crowd. We also had the ever-popular photo booth and cookie decorating for the kids. Attendance: 1195

7th Annual MKE Business Now Entrepreneurship Summit Outreach Event. MPL continues to contribute to business growth in Milwaukee by engaging new users and entrepreneurs in our business program offerings. Alderwoman Milele Coggs hosted her annual entrepreneurship event at the Dr. Martin Luther King Elementary School on Saturday, January 27. The event featured various business workshops, a panel discussion, and allowed attendees to connect with various organizations and vendors. A MPL business librarian was present to promote the popular Book a Business Librarian program as well as the Small Business Resources 101 and Patent Searching 101 workshops. Attendance: 85

ARTREACH Preventing Human Trafficking Exhibit and Kickoff. **Central Library** hosted the ARTREACH Preventing Human Trafficking exhibit the month of February in partnership with Neu-Life Community Development and Zonta Club of Milwaukee. ARTREACH is a human trafficking awareness and prevention program focused on educating youth about sex trafficking. All artwork was created by middle and high school students and portrays the dangerous trafficking world. On February 6 student artists visited for a special exhibit reception featuring spoken word artist Brit. Total attendance: 32

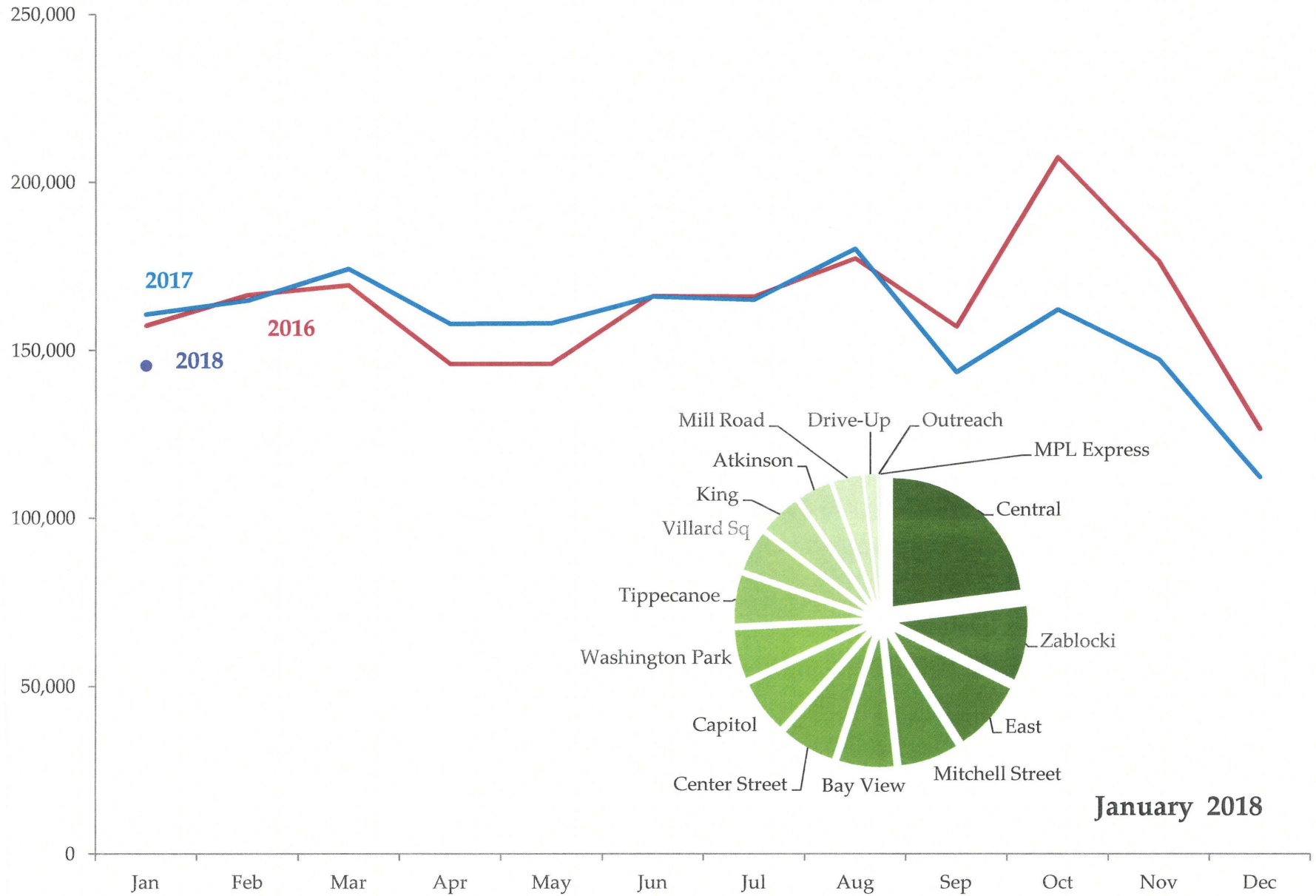
SistaStrings Music Performance. Milwaukee Public Library welcomed classically trained sister duo SistaStrings for a performance at **Central Library** on February 10 in celebration of Black History Month. Chauntee and Monique Ross are a dynamic pair of Milwaukee-based sisters who riff on elements of classical and gospel music to create a unique sound rooted in passion. Attendees of all ages enjoyed their invigorating performance. Total attendance: 176

How We Got Here presented by Reggie Jackson. **Tippecanoe Branch** hosted America's Black Holocaust Museum's Head Griot Reggie Jackson on February 26 for a presentation "How We Got Here" an

exploration of the United States' history of structural and institutional racism and its impacts on black and Native American communities. Mr. Jackson explored the destruction of indigenous communities and cultures through manifestations of racism, such as forced segregation and the legacies of Jim Crow. Mr. Jackson included steps we can take to alleviate the burdens of this history as we continue to work towards justice. Total attendance: 57

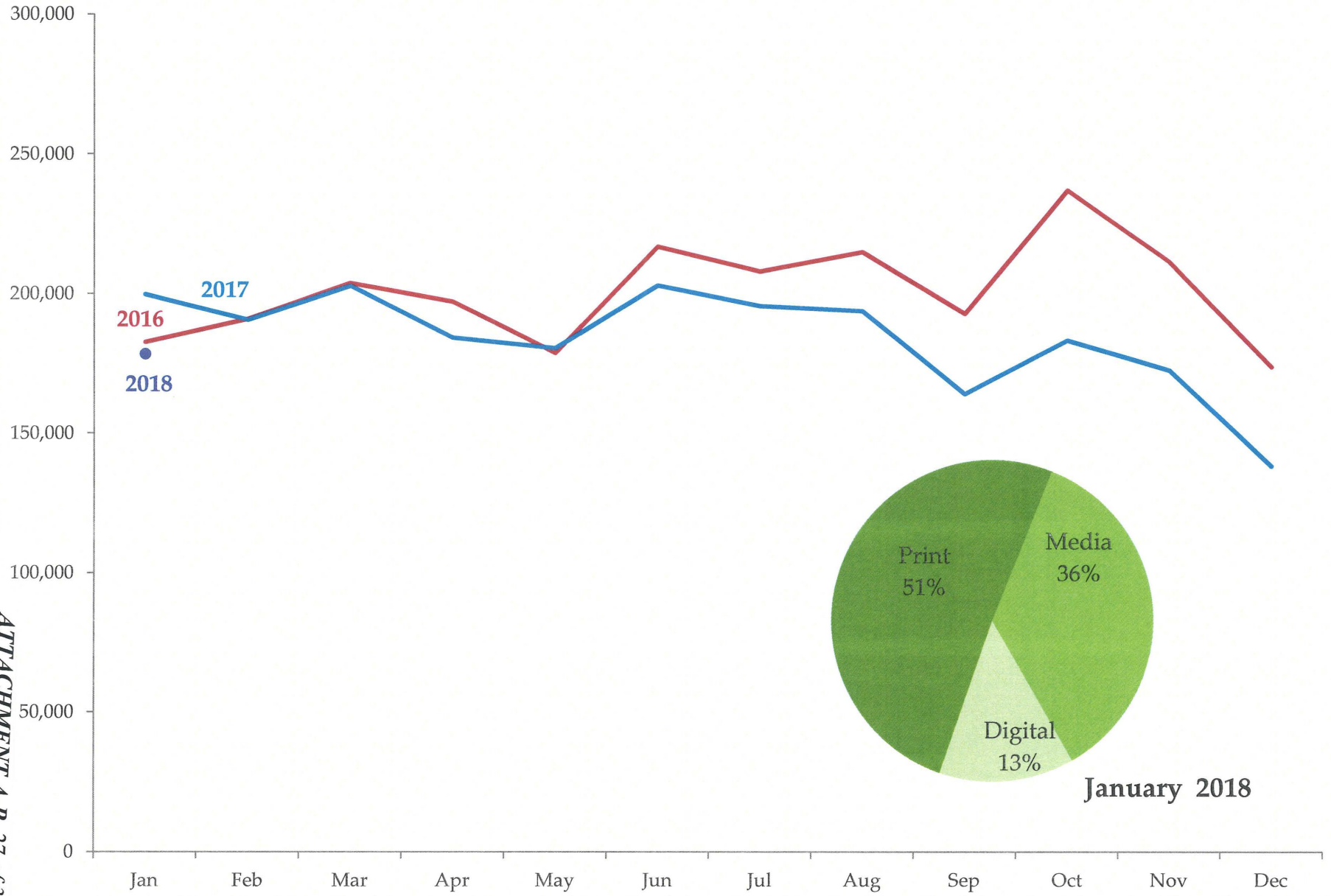
Chocolate Olympics. **The Villard Square Branch** celebrated the PyeongChang Winter Olympics on February 22 with their own tasty Olympics. Children, teens and a few adults competed with much laughter in stations that included a race to sort M&Ms the fastest, building an Oreo tower the highest before it falls, pushing a Whopper across the floor with their nose to beat others in a unique race, plus additional fun and challenging stations. Total attendance: 38

Milwaukee Public Library Visits

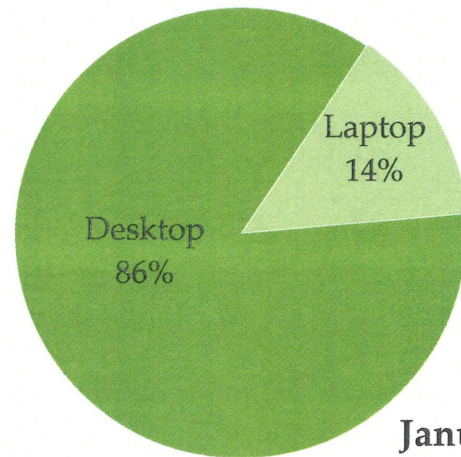
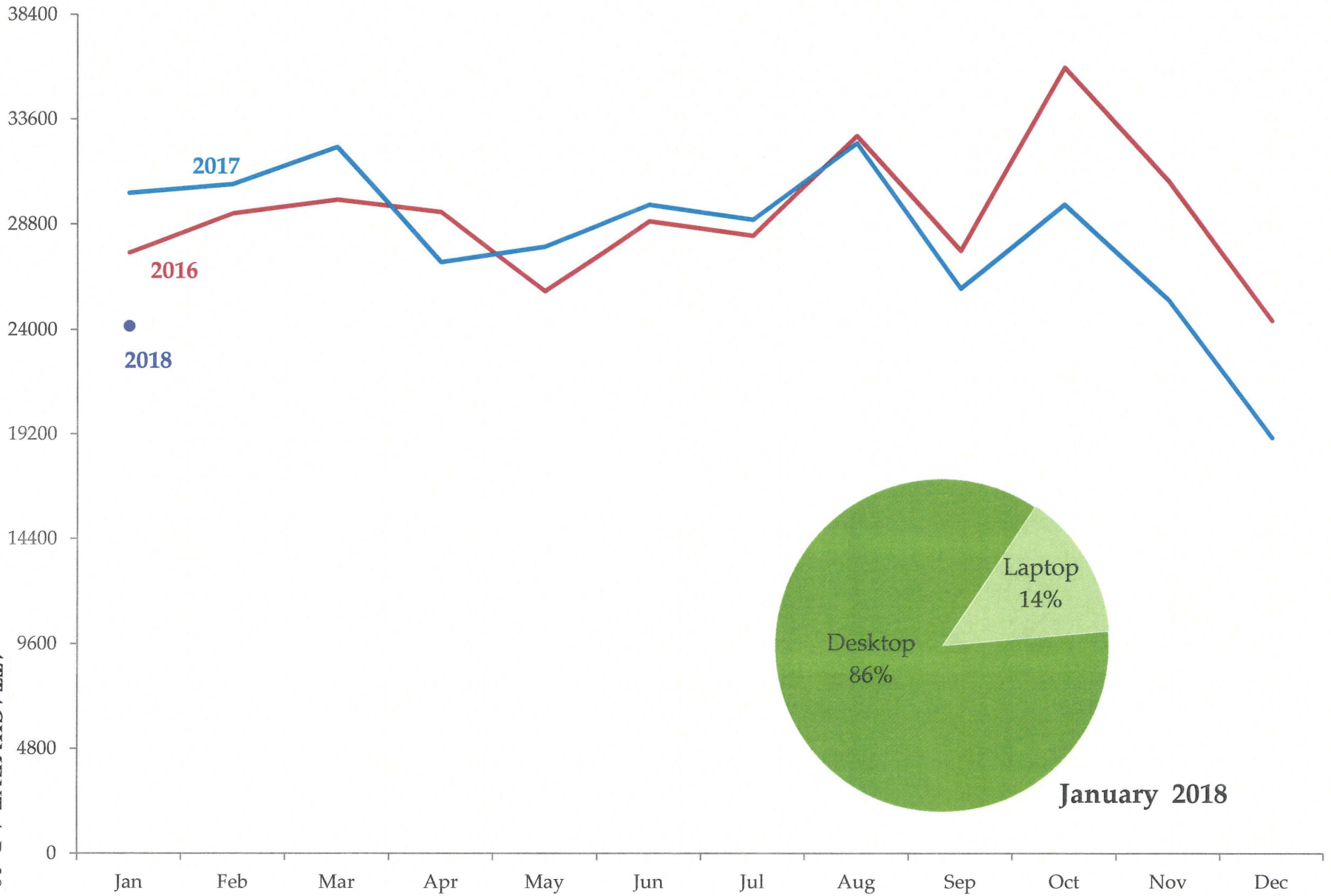


January 2018

Milwaukee Public Library Circulation



Milwaukee Public Library Hours of Computer Usage



January 2018

Milwaukee Public Library
Computer, Internet, and Electronic Statistics
January, 2018

Unique Visitors to the MPL Website						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	79,254	370,746	-78.6%	79,254	370,746	-78.6%

Database Hits*						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	8,931	5,332	67.5%	8,931	5,332	67.5%

OverDrive Digital Download Circulation, by format						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
eBooks	9,342	8,306	12.5%	9,342	8,306	12.5%
Audiobooks	7,206	5,549	29.9%	7,206	5,549	29.9%

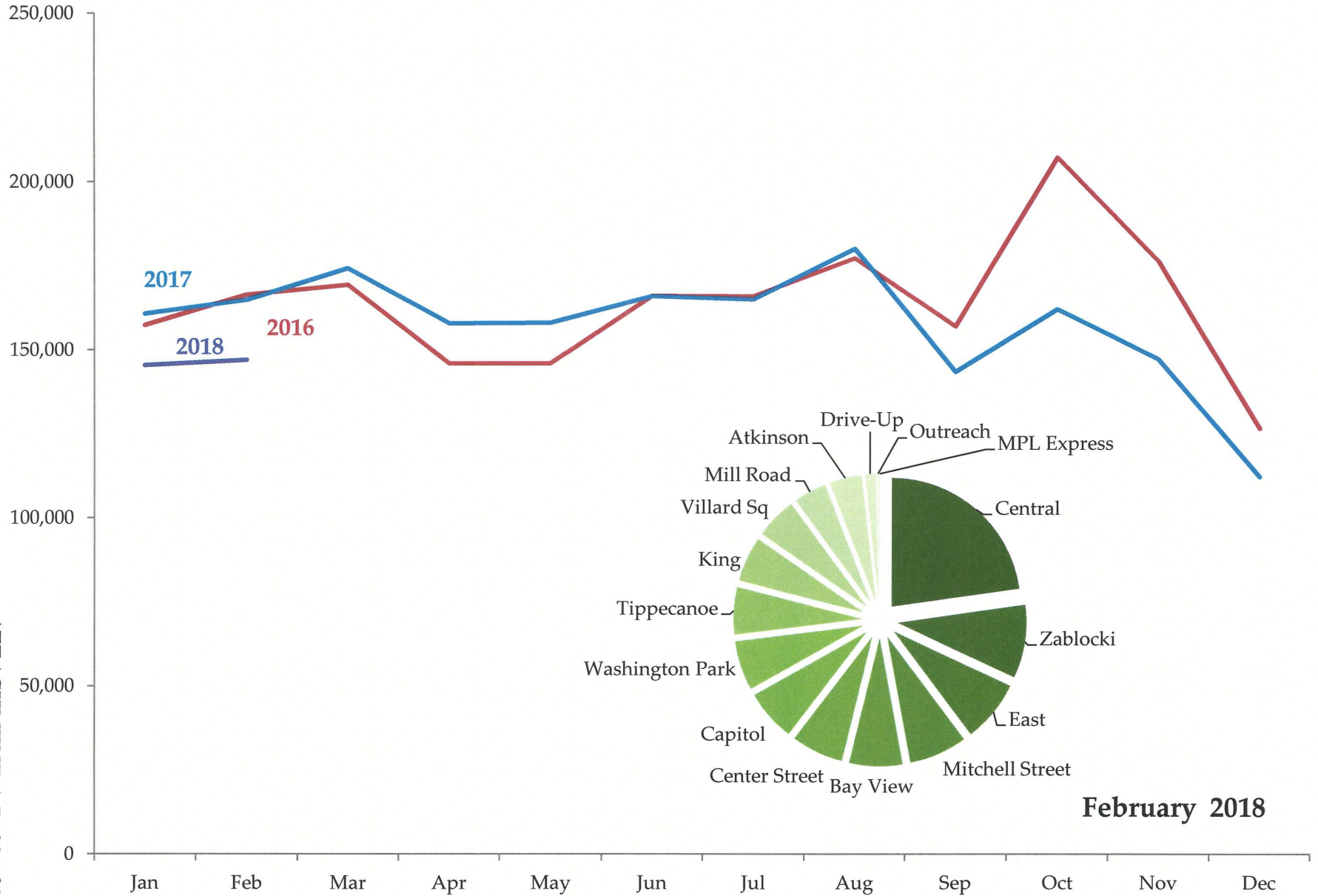
Downloads of Digital Music through Freegal						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	2,495	2,747	-9%	2,495	2,747	-9%

Milwaukee Patron Holds Placed Through CountyCat						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	44,264	42,484	4.2%	44,264	42,484	4.2%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	13,682	13,235	3.4%	13,682	13,235	3.4%
Atkinson	884	840	5.2%	884	840	5.2%
Bay View	2,630	2,868	-8.3%	2,630	2,868	-8.3%
Capitol	2,255	2,078	8.5%	2,255	2,078	8.5%
Center Street	1,247	1,073	16.2%	1,247	1,073	16.2%
East	2,656	2,335	13.8%	2,656	2,335	13.8%
Martin Luther King	1,204	873	37.9%	1,204	873	37.9%
Mill Road	100	1,424	-93.0%	100	1,424	-93.0%
Mitchell Street	1,450	1,158	25.2%	1,450	1,158	25.2%
Tippecanoe	2,517	2,039	23.4%	2,517	2,039	23.4%
Villard Square	1,266	810	56.3%	1,266	810	56.3%
Washington Park	1,429	1,141	25.2%	1,429	1,141	25.2%
Zablocki	2,674	2,365	13.1%	2,674	2,365	13.1%
YCOS - EOS	320	285	12.3%	320	285	12.3%
TOTAL	34,314	32,524	5.5%	34,314	32,524	5.5%

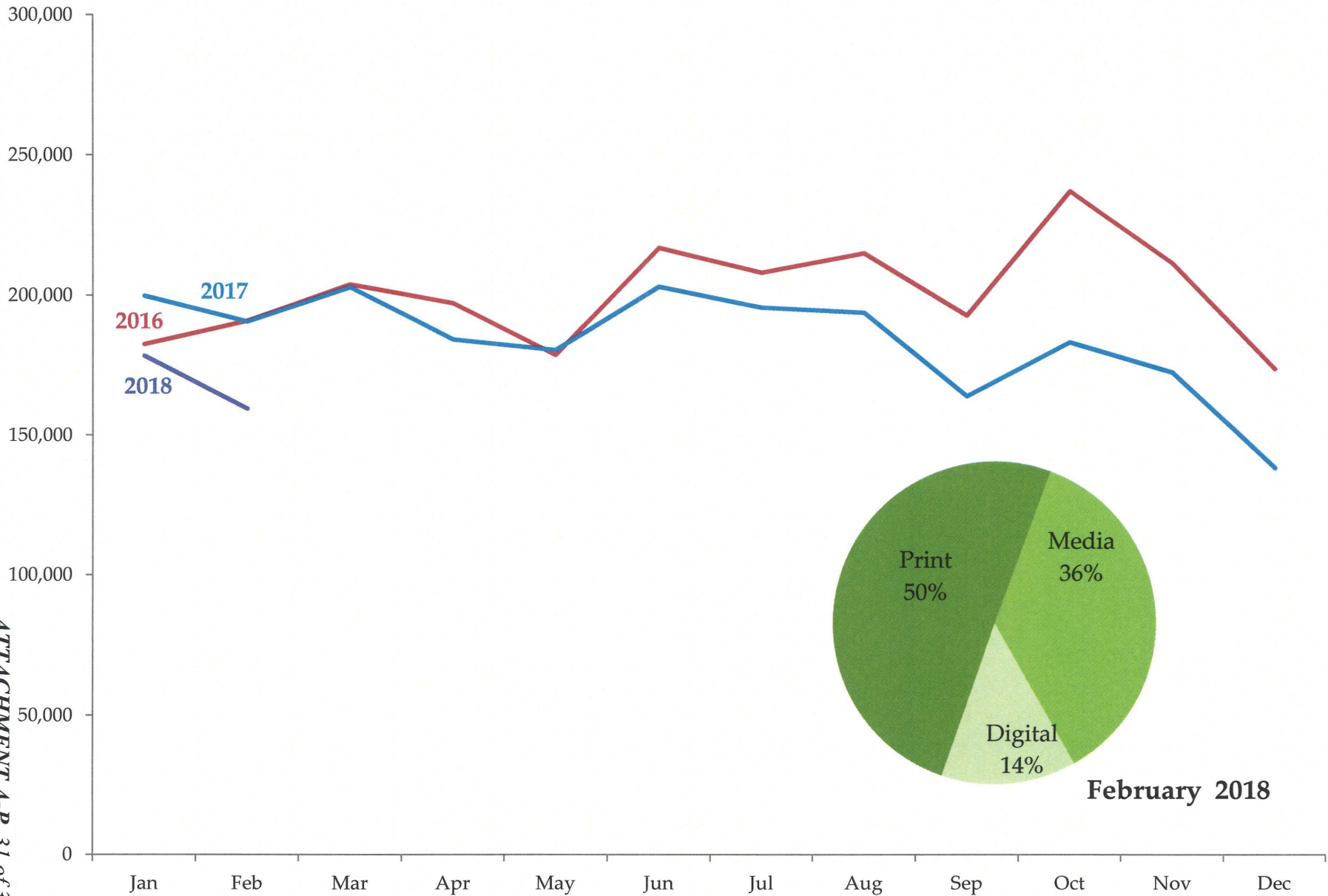
*LibraryNOW hits added in 2018.

Milwaukee Public Library Visits

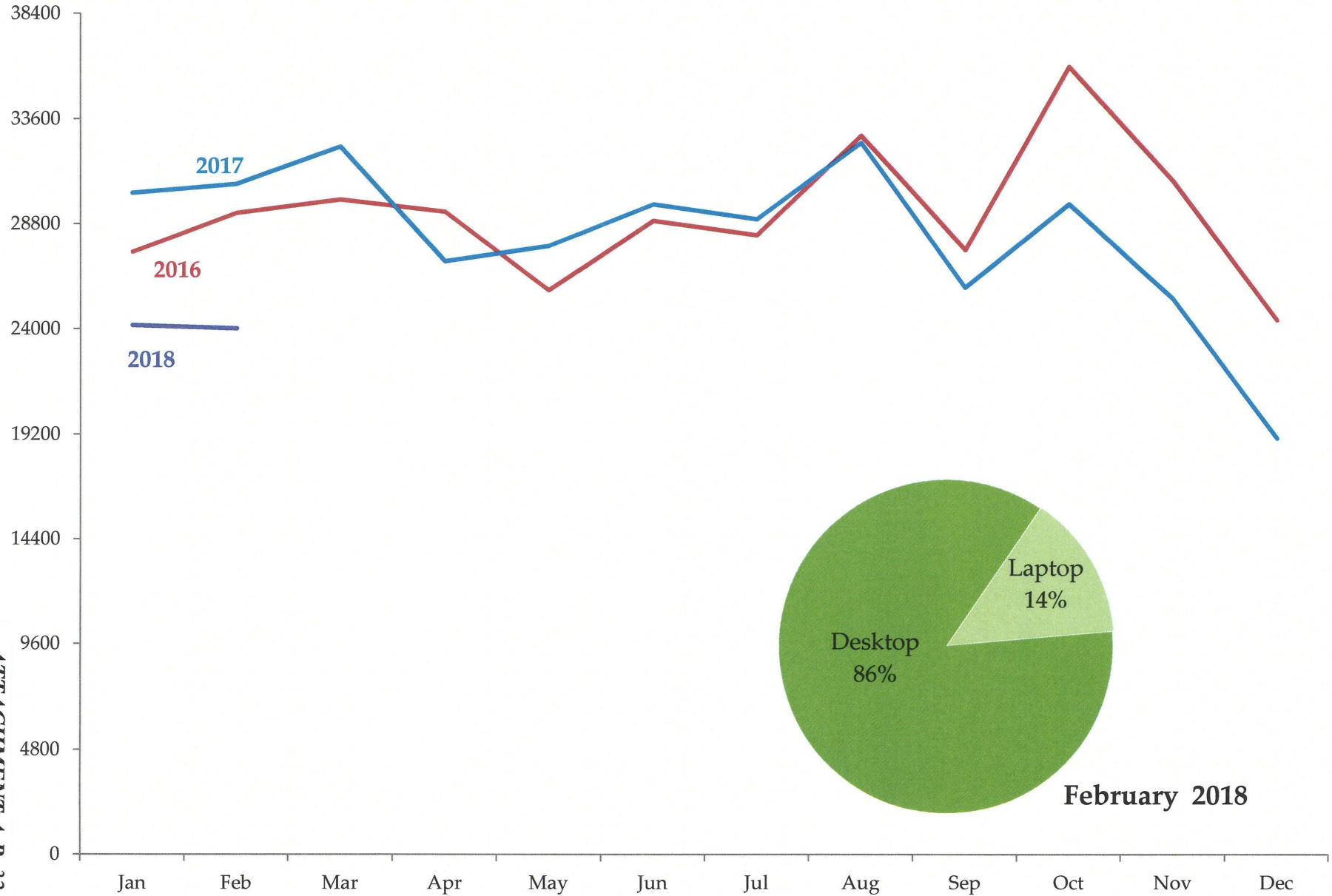


February 2018

Milwaukee Public Library Circulation



Milwaukee Public Library Hours of Computer Usage



Milwaukee Public Library
Computer, Internet, and Electronic Statistics
February, 2018

Unique Visitors to the MPL Website						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	75,057	345,250	-78.3%	154,311	715,996	-78.4%

Database Hits						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	8,358	5,007	66.9%	17,289	10,339	67.2%

OverDrive Digital Download Circulation, by format						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
eBooks	8,274	7,573	9.3%	17,616	15,879	10.9%
Audiobooks	6,165	5,187	18.9%	13,371	10,736	24.5%

Downloads of Digital Music through Freegal						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	2,123	2,360	-10%	4,618	5,107	-10%

Milwaukee Patron Holds Placed Through CountyCat						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	38,557	37,954	1.6%	82,821	80,438	3.0%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	12,220	11,685	4.6%	25,902	24,920	3.9%
Atkinson	928	793	17.0%	1,812	1,633	11.0%
Bay View	2,109	2,201	-4.2%	4,739	5,069	-6.5%
Capitol	1,915	1,675	14.3%	4,170	3,753	11.1%
Center Street	973	924	5.3%	2,220	1,997	11.2%
East	2,099	2,115	-0.8%	4,755	4,450	6.9%
Martin Luther King	1,004	759	32.3%	2,208	1,632	35.3%
Mill Road	123	1,214	-89.9%	223	2,638	-91.6%
Mitchell Street	1,122	974	15.2%	2,572	2,132	20.6%
Tippecanoe	2,053	1,759	16.7%	4,570	3,798	20.3%
Villard Square	1,071	694	54.3%	2,337	1,504	55.4%
Washington Park	1,277	880	45.1%	2,706	2,021	33.9%
Zablocki	2,137	2,076	2.9%	4,811	4,441	8.3%
YCOS - EOS	334	228	46.5%	654	513	27.5%
TOTAL	29,365	27,977	5.0%	63,679	60,501	5.3%

COMMITTEE ASSIGNMENTS

CHAIR

- Finance and Personnel

VICE CHAIR

- Steering and Rules



MILELE A. COGGS
 ALDERWOMAN, 6TH DISTRICT

3-1-18

MEMBER

- Zoning, Neighborhoods and Development
- Library Board
- Neighborhood Improvement Development Corporation Board
- Special Joint Committee on the Redevelopment of Abandoned and Foreclosed Homes
- Wisconsin Center District Board

February 22, 2018

Ms. Paula Kiely
 814 W Wisconsin
 Milwaukee, WI 53233

Dear Ms. Kiely,

I would like to thank the Milwaukee Public Library, specifically, the Martin Luther King, Jr. Library team for co-sponsoring the 6th District Black History Month Read-In on Wednesday, February 21, 2018.

Each year children come to the library for this special occasion. They look forward to hearing stories and having books read to them that are rooted in the rich African American culture. For me, it is a valuable time for community members and leaders to invest in our youth and to empower and inspire their young minds.

I appreciate your time and efforts to speak life and power to the future of young Milwaukeeans in the 6th District and look forward to collaborating with you again next year!

Peace, Love, & Justice,

Milele A. Coggs, J.D.
 6th District Alderwoman
 City of Milwaukee

*ATTACHMENT A-P. 34 of 34
 MPL CONSENT AGENDA
 5.d. Communication*

P. 36





INSTRUCTIONS: Complete and return two (2) original signed copies of the form and attachments to your system headquarters.

Board-approved, signed annual reports for 2017 are due to the DPI Division for Libraries and Technology no later than March 1, 2018.

I. GENERAL INFORMATION					
1. Name of Library Milwaukee Public Library			2. Public Library System Milwaukee County Federated Library System		
3a. Head Librarian First Name Paula	3b. Head Librarian Last Name Kiely	4a. Certification Grade Gr 1	4b. Certification Type Regular	5. Certification Expiration Date Permanent	
6a. Street Address 814 W. Wisconsin Ave.	6b. Mailing Address or PO Box 814 W. Wisconsin Ave.	7. City / Village / Town Milwaukee	8a. ZIP 53233	8b. ZIP4 2309	9. County Milwaukee
10. Library Phone Number (414)286-3000	11. Fax Number (414)286-2794	12. Library E-mail Address of Director pkiely@milwaukee.gov			
13. Library Website URL www.mpl.org		14. No. of Branches 12	15. No. of Bookmobiles Owned 1	16. No. of Other Public Service Outlets 162	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
19a. Winter Hours Open per Week 58	19b. Number of Winter Weeks 30	19c. Summer Hours Open per Week 54	19d. Number of Summer Weeks 22		
20. Square Footage of Public Library 457,919	21. Did your library or a branch move to a new facility or expand an existing facility during the fiscal year? Yes		22. DUNS Number <i>Nine digits</i> 030467963		

II. LIBRARY COLLECTION		
	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	1,868,598	106,560
2. Electronic Books <i>E-books</i>	165,229	
3. Audio Materials	102,664	6,940
4. Electronic Audio Materials <i>Downloadable</i>	47,660	
5. Video Materials	102,984	17,454
6. Electronic Video Materials <i>Downloadable</i>	1,058	
7. Other Materials Owned <i>Describe</i> Kits, puppets, bound periodicals, microfiche/film, etc.	219,245	
8. Electronic Collections <i>Locally Owned or Leased</i>	72	
9. Total Electronic Collections <i>Local, regional, and state</i>	121	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	1,351	

III. LIBRARY SERVICES							
1. Circulation Transactions				2. Interlibrary Loans			
a. Total Circulation		b. Children's Materials		a. Items Loaned <i>Provided to</i>		b. Items Received <i>Received from</i>	
2,207,229		813,916		293,255		171,723	
3. Number of Registered Users			4. Reference Transactions		5. Library Visits		
a. Resident	b. Nonresident	c. TOTAL	a. Method	b. Annual Count	a. Method	b. Annual Count	
451,214	36	451,250	Survey Week(s)	460,345	Actual Count	1,889,170	
6. Uses of Public Internet Computers		7. Uses of Public Wireless Internet		8a. Local Electronic Collection Retrievals		8b. Total Electronic Collection Retrievals	
a. Method	b. Annual Count	a. Method	b. Annual Count				
Actual Count	338,803	Router Count	77,322	63,105		100,102	
9. Uses of Electronic Materials by Users of Your Library							
a. E-Books		b. E-Audio		c. E-Video		d. Total Uses of Electronic Materials	
105,234		177,378		3,149		285,761	
						e. Uses of Children's Electronic Materials	
						30,044	
10. Programs and Program Attendance Annual Count							11. Number of Public Use Computers
	a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL		a. Total	b. Internet Access
Number of Programs	3,408	158	2,525	6,091		600	600
Total Attendance	84,675	2,930	19,379	106,984			

IV. LIBRARY GOVERNANCE

Library Board Members. *List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.*

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. John	Gurda	3337 S DELAWARE AVE	MILWAUKEE	53207-3703	mail@johngurda.com
2. Cavalier	Johnson	200 E WELLS ST RM 205	MILWAUKEE	53202-3591	cavalier.johnson2@milwaukee.gov
3. Chris	Layden	100 W MANPOWER PL	MILWAUKEE	53212-4030	chris.layden@experis.com
4. JoAnne	Anton	825 N JEFFERSON ST STE 350	MILWAUKEE	53202-3731	janton@kltrust.com
5. Joan	Prince	PO BOX 413 CHAPMAN HALL 118	MILWAUKEE	53201-0413	jprince@uwm.edu
6. Nik	Kovac	200 E WELLS ST RM 205	MILWAUKEE	53202-3591	nkovac@milwaukee.gov
7. Sharon	Cook	2974 S DELAWARE AVE	MILWAUKEE	53207-2562	cook3308@gmail.com
8. Jennifer	Smith	5225 W VLIET ST	MILWAUKEE	53208-2627	smithj2@milwaukee.k12.wi.us
9. Mark	Sain	6126 N 118TH ST	MILWAUKEE	53225-1111	sainm1@milwaukee.k12.wi.us
10. Milele	Coggs	200 E WELLS ST RM 205	MILWAUKEE	53202-3591	mcoggs@milwaukee.gov
11. Michele	Bria	2110 W SCOTT ST	MILWAUKEE	53204-2077	mbria@journeyhouse.org
12. Marcellia	Nicholson	901 N 9TH ST RM 201	MILWAUKEE	53233-1425	marcellia.nicholson@milwaukeecounty.wi.us

No. of Library Board Members
Include vacancies in this count
 12

V. LIBRARY OPERATING REVENUE

Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here				
Municipality Type	Name			Amount
City	Milwaukee			\$22,768,744
Subtotal 1				\$22,768,744
2. County				
a. Home County Appropriation for Library Service				Subtotal 2a
b. Other County Payments for Library Services				
County Name	Amount	County Name	Amount	
Subtotal 2b				\$0
3. State Funds				
a. Public Library System State Funds				
Description	Amount	Description	Amount	
Resource Library Agreement	\$174,005	Bibliographic Database Development and Maintenance	\$424,400	
Lease Agreement	\$127,260	Interlibrary Loan Services Agreement	\$36,450	
b. Funds Carried Forward from Previous Year		c. Other State Funded Program	893,257	
Subtotal 3				\$1,655,372
4. Federal Funds <i>Name of program—for LSTA grant awards, grant number and project title</i>				
Program or Project			Amount	
NEA Big Read: In The Time Of Butterflies			\$13,389	
Community Development Block Grant - Teac			\$100,000	
Subtotal 4				\$113,389
5. Contract Income <i>From other governmental units, libraries, agencies, library systems, etc.</i>				
Name	Amount	Name	Amount	
West Milwaukee	\$13,732			
Subtotal 5				\$13,732
6. Funds Carried Forward Do not include state aid. Report state funds in 3b above.	7. All Other Operating Income	8. Total Operating Income Add 1 through 7	9. What is the 2018 annual appropriation provided by your governing body/bodies for your public library?	10. Was your library's municipality exempt from the county library tax for 2017? Wis. Stat. s. 43.64(2)
\$1,507,718	\$1,524,815	\$27,583,770	\$22,462,425	No

VI. LIBRARY OPERATING EXPENDITURES

Report operating expenditures from all sources. Do not report capital expenditures here.

1. Salaries and Wages <i>Include maintenance, security, plant operations</i> \$13,052,328		2. Employee Benefits <i>Include maintenance, security, plant operations</i> \$5,802,339	
3. Library Collection Expenditures			
a. Print Materials \$1,272,389	b. Electronic Materials \$426,428	c. Audiovisual Materials \$400,876	d. All Other Library Materials \$6,709
			e. Subtotal 3 \$2,106,402
4. Contracts for Services <i>Include contracts with other libraries, municipalities, and library systems here. Include service provider.</i>			
Provider	Amount	Provider	Amount
MCFLS Automation and Technical Support	\$202,791		
Utah State Library Division	\$9,605		
			Subtotal 4 \$212,396
5. Other Operating Expenditures			\$5,227,951
6. Total Operating Expenditures <i>Add 1 through 5</i>			\$26,401,416
7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?			\$109,314

VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT

1. Capital Income and Expenditures by Source of Income.
Do not report any expenditures reported above. Provide a brief description of any expenditures.

Source	Brief Description of Expenditure	Revenue	Expenditure
a. Federal			
b. State			
c. Municipal	Library Construction, Repair, & Maintenance Projects	\$6,519,539	\$6,519,539
d. County			
e. Other			
2. Debt Retirement \$0	3. Rent Paid to Municipality/County \$0	Total Revenue \$6,519,539	Total Expenditure \$6,519,539

VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD

IX. TRUST FUNDS

All funds under the library board's control must be reported. Report in this section any funds in the library board's control (except Trust Funds) that have not been reported in a previous section. <i>Wis. Stat. s. 43.58(6)(a)</i>	1. Total Amount of Other Funds at End of Year \$0	1. Total Amount of Trust Funds Held by the Library Board at End of Year \$4,158,440
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X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position	Type of Staff	Annual Salary	Hours Worked per Week	Position	Type of Staff	Annual Salary	Hours Worked per Week
Director / Head Librarian	MLS (ALA)	\$137,131	40.00	Community Relations & Engagem ⁺	Other	\$85,000	40.00
Deputy Director	MLS (ALA)	\$108,581	40.00	Construction Project Manager	Other	\$82,789	40.00
Asst. Director - IT & Technical Se ⁺	MLS (ALA)	\$81,203	40.00				
Asst. Director - Library Operations	MLS (ALA)	\$99,116	40.00				
Public Services Area Manager	MLS (ALA)		80.00				
Librarian V	MLS (ALA)		160.00				
Branch Manager	MLS (ALA)		480.00				
Management Librarian	MLS (ALA)		240.00				

b. Other Paid Staff See instructions

Position	Type of Staff	Total Annual Wages	Hours Worked per Week	Position	Type of Staff	Total Annual Wages	Hours Worked per Week
Library Circulation Assistant	Other		3,508.00	Library Services Assistant	Other		560.00
Librarian	MLS (ALA)		2,430.00	Library Circulation Aide	Other		320.00
Custodial Worker	Other		1,120.00	Library Technology Specialist	Other		240.00
Library Reference Assistant	Other		720.00	Copy Cataloging Technician	Other		160.00
Library Technician	Other		580.00	Library Education and Outreach Sp ⁺	Other		120.00

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian

Master's Degree from an ALA Accredited Program (FTE)

88.75

Other Persons Holding the Title of Librarian (FTE)

0.00

Subtotal 2a

88.75

b. All Other Paid Staff (FTE) Include maintenance, plant operations, and security

226.50

c. Total Library Staff (FTE)

315.25

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for your library from Section III, item 1, what was the total circulation to nonresidents *See instructions for definition of nonresident*
 106,586

Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in Your County	101,719	3,037	104,756
3. Circulation to Nonresidents Living in Another County in Your System	0	0	0
4. Circulation to Nonresidents Living in an Adjacent County Not in Your System	1,830	0	1,830
5. Circulation to All Other Wisconsin Residents 0	6. Circulation to Persons from Out of the State 0		

7. Are the answers to items 1 through 6 based on actual count or survey/sample? Actual	8a. Does your library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? No	8b. If yes, do you allow residents in adjacent systems to purchase library cards? Yes
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9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library

Name of County	Circulation	Name of County	Circulation
a.		f.	
b.		g.	
c.		h.	
d.		i.	
e.		j.	

XII. TECHNOLOGY

1. Does your library provide wireless Internet access for patrons' mobile devices? Yes	2. What type of Internet connection do you have? <i>Mark all that apply</i> <input type="checkbox"/> a. State TEACH line <input checked="" type="checkbox"/> b. Other broadband connection <i>Local cable, telco, community network, etc.</i>	3. Does your library use any type of Internet filtering software or service? <input checked="" type="checkbox"/> a. Yes, on all Internet workstations <input type="checkbox"/> b. Yes, on some Internet workstations <input type="checkbox"/> c. No filtering on any Internet workstation	4. Does your library use door counters? Yes
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XIII. LITERACY OFFERINGS AND DROP-IN ACTIVITIES

1. Literacy Offerings <i>Umbrella events that include programs and/or drop-in activities planned for a limited duration which specifically encourage individuals involved to read or build literacy skills in a focused way.</i>		a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL
	Number of Summer Literacy Offerings	1	1	1	3
	Total Unduplicated Individuals Involved	24,086	976	107	25,169
	Number of Other Literacy Offerings		1		1
	Total Unduplicated Individuals Involved		29		29
2. Drop-in Activities <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>		a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL
	Number of Drop-in Activities				0
	Total Drop-in Activity Participation				0

3. Name and email address of primary staff person who serves as the children, youth, or teen librarian. *Only the primary person is displayed here.*

a. First Name Kelly	b. Last Name Wochinske	c. Email Address klwochi@milwaukee.gov
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XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in *Wis. Stats.* A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6]
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in your public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature ➤	Name of President <i>Print or type</i>	Date Signed
Library Director / Head Librarian Signature ➤	Name of Director / Head Librarian <i>Print or type</i>	Date Signed

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement with the appropriate wording indicated (that the library system either did or did not provide effective leadership and adequately meet the needs of the library) must be approved by the library board. The decision about whether the library system did or did not provide effective leadership and adequately meet the needs of the library should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.*

County
Milwaukee

The Milwaukee Public Library Board of Trustees hereby states that in 2017, the
Name of Public Library
Milwaukee County Federated Library System
Name of Public Library System / Service

Indicate with an X one of the following two statements.

- Did provide effective leadership and adequately meet the needs of the library.
- Did not provide effective leadership and adequately meet the needs of the library.

Explanation of library board's response. *Attach additional sheets if necessary.*

* The statement *may* be sent directly to Wisconsin Department of Public Instruction, ATTN: Maria Ingraham, Division for Libraries and Technology, P.O. Box 7841, Madison, WI 53707-7841. This page need not be forwarded to your library system.

CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to your public library system.

President, Library Board of Trustees Signature ➤	Name of President <i>Print or type</i>	Date Signed
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	COMMENTS	
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SECTION_I

21. Did your library or a branch move to a new facility or expand an existing facility during the fiscal year?

In 2017 the Forest Home Branch was replaced by the Mitchell Street Branch, which opened on 10/07/2017. It is located at 906 W. Mitchell St. Milwaukee, WI 53204-3533.--2018-03-02

SECTION_II

8a. Electronic Collections (Locally owned or leased)

Increase due to inclusion of Content DM collections.--2018-03-01

SECTION_III

7b. Wireless Internet Uses

The 2016 number of public wireless internet uses was inflated due to the rudimentary reporting method that was used. In 2017 we began using a new, highly accurate reporting method.--2018-03-14

9b. Uses of E-Audio by Users of Your Library

Increase due to inclusion of Fregeal Streaming numbers.--2018-03-01

SECTION_X

Annual Salary

Public Services Area Manager Salary Range: \$70,827 - \$99,154--2018-03-14

Annual Salary

Librarian V Salary Range: \$62,338 - \$87,270--2018-03-14

Annual Salary

Branch Manager Salary Range: \$58,462 - \$81,844--2018-03-14

Annual Salary

Management Librarian Salary Range: \$58,462 - \$81,844--2018-03-14

Total Annual Wages Paid

Circulation Assistant Salary Range: \$28,267 - \$41,863--2018-03-14

Total Annual Wages Paid

Librarian III Salary Range: \$52,159 - \$67,616

Librarian II Salary Range: \$48,930 - \$63,426

Librarian I Salary Range: \$45,900 - \$59,498--2018-03-14

Total Annual Wages Paid

Custodial Worker Salary Range: \$36,480 - \$41,565--2018-03-14

Total Annual Wages Paid

Library Reference Assistant Salary Range: \$40,419 - \$52,391--2018-03-14

Total Annual Wages Paid

Library Technician Salary Range: \$30,529 - \$55,825--2018-03-14

Total Annual Wages Paid

Library Services Assistant Salary Range: \$40,419 - \$52,391--2018-03-14

Total Annual Wages Paid

Library Circulation Aide Salary Range: \$16,536 - 20,176--2018-03-14

Total Annual Wages Paid

Library Technology Specialist Salary Range: \$40,419 - \$52,391--2018-03-14

Total Annual Wages Paid

Copy Cataloging Technician Salary Range: \$37,830 - \$41,863--2018-03-14

Total Annual Wages Paid

Library Education and Outreach Specialist Salary Range: \$50,451 - \$59,498--2018-03-14

SECTION_XIII

Does the library board supervise the administration of the library?

The Library Director is appointed by the Mayor of the City of Milwaukee.--2018-03-02

SECTION_XV

Did the library system provide effective leadership and adequately meet the needs of the library?

This item will be on the agenda for the 03/27/2018 Milwaukee Public Library Board of Trustees meeting.--2018-03-02