



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

**Tuesday, September 27, 2022
4:00 p.m.**

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

AGENDA

4:00 – 4:05

WELCOME & ROLL CALL

4:05 – 4:15

PUBLIC COMMENT

4:15 – 4:20

SPECIAL COMMUNICATION

1. **Introduction of New Trustee.** President Sain will introduce new Trustee Dr. Felicia Saffold (MPS).

4:20 – 4:25

CONSENT AGENDA

Attachment A, page 3

2. **Regular Board Meeting Minutes, July 26, 2022.**

3. **Committee Reports**

- a. Finance & Personnel Committee Meeting Minutes – July 26, 2022
- b. Building & Development Committee Meeting Minutes – September 1, 2022

4. **Administrative Reports.**

- a. Financial Report
- b. Library Director's Report
- c. Statistics

5. **Committee Assignments.**

REPORTS

4:25 – 4:40

6. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Trustee Erika Siemsen will report on the September 12, 2022 MCFLS Board meeting.
7. **MPL Staff Scholarship Committee Meeting.** Library Director Joan Johnson will report on the August 31, 2022 meeting.

OLD BUSINESS

4:40 – 4:45

8. **Circle Keeping Initiative (IMLS) Grant Contract Approval.** Library Public Services Area Manager Tammy Mays will request Board approval for awarding the the Circle Keeping Initiative Consultant contract.

Attachment B, page 20

4:45 – 5:05

9. **2023 Budget.** Library Director Joan Johnson will provide a status report regarding the Library's requested 2023 budget.

5:05 – 5:10

12. **Closing Remarks and Adjournment.**

REMINDER: Next scheduled meetings are:

October 4, 2022 Innovation & Strategy Committee – Video Conference Call, 9:00 a.m.

October 6, 2022 Building & Development Committee – Video Conference Call, 8:00 a.m.

October 25, 2022 Finance & Personnel Committee – Video Conference Call, 8:30 a.m.

October 25, 2022 Board Meeting – **IN PERSON**, 4:00 p.m. (**No remote option, face masks are optional**)

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, 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, July 26, 2022

Video Conference Call via GoToMeeting

PRESENT: Mark Sain, Chris Layden, Teresa Mercado, Michele Bria, Ald. Milele Coggs, Matthew Kowalski, Michael Morgan, Erika Siemsen, Ald. Scott Spiker, Joan Johnson

STAFF: Eileen Force Cahill, Tammy Mays, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Karli Pederson, Derek Reilly, Marian Royal, Rebecca Schweisberger, Kelly Wochinske, Dana Zurek

OTHERS

PRESENT: MPL Foundation: Ryan Daniels, Antoine Carter

President Mark Sain called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:03 p.m. on July 26, 2022 with a quorum present. All Trustees participated by video conference. The agenda items were taken out of order; however, these minutes are presented in numerical sequence.

SPECIAL COMMUNICATION

1. **Trustee Recognition**. President Sain presented a resolution to Jennifer Smith thanking her for five years of service on the Board. Library Director Joan Johnson thanked Dr. Smith for her continued support, especially on implementation of the LibraryNow virtual card program. Informational item.

CONSENT AGENDA

2. **Regular Board Meeting Minutes June 28, 2022**.
3. **Committee Reports**
 - a. Innovation & Strategy Committee Meeting Minutes – July 1, 2022
 - b. Building & Development Committee Meeting Minutes – July 7, 2022
4. **Administrative Reports**
 - a. Financial Report
 - b. Library Director's Reports
 - c. Statistics
5. **Revised Bylaws**.
6. **Committee Assignments**.

REPORTS

7. **Milwaukee County Federated Library System (MCFLS) Board Meeting**. Library Director Joan Johnson reported on the July 18, 2022 meeting. MCFLS is required to complete a racial equity survey as part of the budget request to the Milwaukee County Executive's Office. Additional funding was

requested to support the work of the MCFLS Inclusive Services Committee. If approved, a portion of the additional funding will be earmarked for training, purchasing digital content with a racial equity and inclusion lens, and inclusive services assessments of all MCFLS members and locations. MCFLS hired new Business Manager Brittany Hornung, who will replace Judy Kaniasty upon her retirement in September. Director Johnson offered thanks to MPL Data Analyst Derek Reilly who served on the MCFLS Business Manager interview panel. Informational item.

8. **Services & Programs Committee Meeting.** Trustee Siemsen reported on the July 20, 2022 meeting. New Library Security Manager Carlos Lopez was introduced. The Committee received the second quarter Safety Report.

Anne Rasmussen, Associate Director of Strategic Initiatives and Public Services, presented two policy update requests:

- **Safe Child Policy.** The policy language was streamlined, the definition of caregiver was expanded, and updated directives to contact law enforcement only when there is a safety concern. The Committee agreed with the policy revisions and moved approval. Trustee Morgan moved to approve the policy revisions; Trustee Kowalski seconded. Motion passed.
- **Library Card Renewal Policy.** The revised policy allows patrons to renew their library card accounts without a requirement to pay fines to below the threshold of \$5.01. The Committee agreed with the policy revisions and moved approval. Trustee Siemsen moved to approve the policy; Trustee Mercado seconded. Motion passed.

The Committee heard testimony from Library staff regarding security incidents with a patron and supports the recommendation to issue a permanent ban. The Committee moved to ban Charles Williams from all MPL locations effective immediately. Trustee Sain moved to approve the ban and Trustee Coggs seconded. Motion passed.

9. **Finance & Personnel Committee Meeting.** Trustee Teresa Mercado reported on the July 26, 2022 meeting. The Committee accepted the Quarterly Review of Fund Investments and Quarterly Report of the Internal Control of the MPL Trust and Gift Funds.

Anne Rasmussen, Associate Director of Strategic Initiatives and Public Services, requested Board approval to close all MPL locations for up to one full day in fourth quarter 2023. If approved, the public will be notified of the closure in advance and it will be included in the 2023 schedule of hours. The Committee moved to approve a partial or full-day library-wide closure for staff training during the final quarter of 2023, as specified in the MPL REI Action Plan. Trustee Mercado moved to approve the request; Trustee Morgan seconded. Motion passed.

BOARD EDUCATION

10. **MPL Social Media Engagement.** Eileen Force Cahill, Community Relations and Communications Director, and Derek Reilly, Data Analyst, presented on MPL's social media presence and engagement. The MPL Social Media Team works directly with the Communications & Marketing department. The team is comprised of volunteer staff members who, in addition to their regular full-time work, lend their creativity and expertise to elevate MPL through social media engagement. Mrs. Force Cahill gave a brief overview of MPL's social media history, strategic framework, content process, and social media's role in engaging the community. Derek Reilly is part of the MPL Social Media Team. He presented statistical data related to social media and its engagement rates. MPL's Instagram account engagement increased from 763 in January 2022 to 5,749 in June 2022. MPL is one of the top library

accounts on TikTok and has received over 4M views. Popular MPL TikTok reels were shared with the Board. The Board commended the Social Media and Communications & Marketing teams for their creativity and expertise. Informational item.

CLOSING REMARKS

President Sain noted the Board will be on recess in August and will resume in-person meetings, starting with the September 27, 2022 meeting. The MPL Board Committee meetings will remain virtual. All Trustees are invited to attend the MPL Earn and Learn Intern celebration at Mitchell Street branch library on Thursday, July 28th at 2:30 p.m. The MPL Foundation Ben Franklin Awards Ceremony will be held on Thursday, September 22nd at the Wisconsin Club. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of July 26, 2022 was adjourned at 5:04 p.m.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
FINANCE & PERSONNEL COMMITTEE
MINUTES**

Tuesday, July 26, 2022

Video Conference Call by GoToMeeting

PRESENT: Teresa Mercado, Ald. Milele Coggs, Ald. Scott Spiker, Joan Johnson

OTHERS

PRESENT: MPL: Hermoine Bell-Henderson, Sarah Leszczynski, Jennifer Meyer-Stearns,
Karli Pederson, Anne Rasmussen, Rebecca Schweisberger
US Bank: Wayne Sattler

Chair Teresa Mercado called the meeting of the Board of Trustees Finance & Personnel Committee to order at 8:37 a.m. on Tuesday, July 26, 2022. All Trustees and presenters participated by video or audio conference. The agenda items were taken out of order; however, these minutes are presented in numerical sequence.

1. **Committee Meeting Minutes Review.** The Committee reviewed the minutes from the April 26, 2022 meeting. Trustee Spiker moved to approve the minutes and Trustee Mercado seconded. Motion passed.
2. **Quarterly Review of Fund Investments and Investment Policy Revision Recommendation.** Prior to the meeting, the Committee received the U.S. Bank Institutional Trust and Custody quarterly report for MPL dated July 26, 2022. Mr. Wayne Sattler, Senior Vice President & Managing Director at U.S. Bank, provided a market overview and portfolio summary. The Committee accepted the report. Informational item.
3. **Quarterly Library Report of the Internal Control of the MPL Trust and Gift Funds.** The Internal Controls Memo for third quarter 2022 was listed as Attachment B of the agenda. Deputy Library Director Jennifer Meyer-Stearns reported all internal control processes were followed and there were no accounting issues. Informational item.
4. **Library Closure for Race, Equity, and Inclusion (REI) Training.** Hermoine Bell-Henderson, Library Services Manager - Business, Technology and Periodicals, presented a brief overview, timeline, and update on MPL's Race, Equity, and Inclusion (REI) Action Plan. As part of the plan, MPL has established a REI implementation team, co-chaired by Mrs. Bell-Henderson and Anne Rasmussen, Associate Director of Strategic Initiatives and Public Services. One of the key steps of the action plan is to provide staff training on an annual or semi-annual basis. The implementation team recommends a system-wide, in-service training for all MPL staff. In order for all staff to participate, all MPL locations would need to close for either a half day or full day. Anne Rasmussen requested Board approval to close all MPL locations for up to one full day in fourth quarter 2023. Trustee Spiker moved to approve a partial or full-day library-wide closure for staff training during the final quarter of 2023, as specified in the MPL REI Action Plan. Trustee Mercado seconded. Motion passed.
5. **Next Meeting.** A report on the status of the 2023 budget will be presented at the October 25, 2022 meeting. Informational item.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 9:13 a.m. on Tuesday, July 26, 2022.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES
Thursday, September 1, 2022**

ATTACHMENT A - P. 5 of 17
MPL CONSENT AGENDA
*3b. Building & Development
Committee Meeting Minutes -
09/01/22
P. 7*

Video Conference Call by GoToMeeting

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

OTHERS

PRESENT: MPL: Sam McGovern-Rowen, Tammy Mays, Jennifer Meyer-Stearns,
Rebecca Schweisberger, PJ Woboril

Chair Michael Morgan called the MPL Board of Trustees Building and Development Committee meeting to order at 8:02 a.m. on September 1, 2022 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 July 7, 2022 meeting, listed as Attachment A of the agenda. Trustee Kowalski moved approval and Trustee Sain seconded. Motion passed.
2. **Project Inventory and Status Report.** Library Facilities Manager PJ Woboril reviewed the ongoing and upcoming projects.
 - Green Infrastructure Parking Lots – The projects at Atkinson, Bay View, and Washington Park are complete. MPL Facilities staff completed a walk through with the owner’s representative. The sprinkler system at Zablocki will be installed this week. Minor punch list items are being addressed.
 - HVAC condenser replacement in the Central Library Rare Books Room – MPL has selected a system and is awaiting further details from Zimmerman Architects.
 - Central Library Roof Replacement – MPL is working with the architecture firm to finalize the engineering drawings for phase 1 and 2.
 - Zablocki Roof and Windows Replacement – MPL is awaiting updates from Zimmerman Architects.
 - Centennial Hall renovations – When funding is available, A/V upgrades will be made in the space.
 - Mitchell Street Alley – an update will be presented at the October meeting.Informational item.
3. **Real Estate Update.** Library Construction Project Manager Sam McGovern-Rowen provided an update on two pieces of real estate owned by MPL. MPL is working with the Redevelopment Authority of the City of Milwaukee (RACM) to prepare Requests for Proposals (RFP) to market the former branch libraries for sale.
 - Mill Road – a property survey is being conducted for the RFP. The District 9 Common Council seat is vacant which may impact community input meetings. Ideally, the RFP will be issued and reviewed with the new Alderperson after the Spring 2023 election.
 - Llewellyn – The Llewellyn library was replaced by Bay View branch library in 1993. The building was leased to MPS through an Intergovernmental Agreement and was primarily used by Bay View High School. The building is no longer in use and will be sold. An appraisal will be conducted and is expected to be complete by October. The RFP is expected to be issued in the first half of 2023.Informational item.

4. **Martin Luther King Branch Redevelopment Update.** Library Construction Project Manager Sam McGovern-Rowen provided an update on the project. The development team was awarded additional tax credits through the Wisconsin Housing and Economic Authority (WHEDA); however, a funding gap remains. They have applied to the City of Milwaukee's Housing Trust Fund to close the remaining gap. Funding delays have pushed back the closing date to late 2022 or early 2023. Subsequently, the construction schedule will be pushed back as well. Informational item.

The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 8:42 a.m. on September 1, 2022.

**Milwaukee Public Library
Financial Report
August 31, 2022**

2022

2021

City Revenues

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 24,494,523	\$ 15,537,247	63.4%
<i>Fines</i>	\$ 138,000	\$ 51,873	37.6%
<i>Lost Materials, etc.</i>	\$ 60,000	\$ 47,594	79.3%
<i>MCFLS Contracts</i>	\$ 760,469	\$ 394,592	51.9%
Total City Appropriation	\$ 25,452,992	\$ 16,031,306	63.0%

	Budget	Received to date	% Received
	\$ 23,881,151	\$ 14,591,414	61.1%
	\$ 157,000	\$ 19,733	12.6%
	\$ 71,000	\$ 29,060	40.9%
	\$ 762,627	\$ 382,115	50.1%
	\$ 24,871,778	\$ 15,022,322	60.4%

City Expenses

Salaries & Benefits

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 13,549,077	\$ 8,560,869	63.2%
<i>Fringe Benefits</i>	\$ 6,232,576	\$ 4,010,511	64.3%
Total	\$ 19,781,653	\$ 12,571,380	63.6%

	Budget	Spent to date	% Spent
	\$ 13,001,478	\$ 7,769,590	59.8%
	\$ 5,980,680	\$ 3,428,798	57.3%
	\$ 18,982,158	\$ 11,198,388	59.0%

Operating Expenses

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 109,300	\$ 34,220	31.3%
<i>Tools & Machinery Parts</i>	\$ 20,470	\$ 4,829	23.6%
<i>Construction Supplies</i>	\$ 23,000	\$ 14,727	64.0%
<i>Energy</i>	\$ 684,000	\$ 455,312	66.6%
<i>Other Operating Supplies</i>	\$ 193,225	\$ 79,945	41.4%
<i>Vehicle Rental</i>	\$ 9,000	\$ 3,099	34.4%
<i>Non-Vehicle Equipment Rental</i>	\$ 22,000	\$ 12,309	56.0%
<i>Professional Services</i>	\$ 215,912	\$ 234,153	108.4%
<i>Information Technology Services</i>	\$ 432,972	\$ 355,238	82.0%
<i>Property Services</i>	\$ 1,325,660	\$ 1,088,905	82.1%
<i>Infrastructure Services</i>	\$ 36,000	\$ 20,271	56.3%
<i>Vehicle Repair Services</i>	\$ -	\$ -	100.0%
<i>Other Operating Services</i>	\$ 151,548	\$ 39,117	25.8%
<i>Reimburse Other Departments</i>	\$ 91,000	\$ (2,434)	-2.7%
Total	\$ 3,314,087	\$ 2,339,691	70.6%

	Budget	Spent to date	% Spent
	\$ 112,427	\$ 52,730	46.9%
	\$ 20,001	\$ 14,241	71.2%
	\$ 21,500	\$ 11,427	53.1%
	\$ 787,811	\$ 384,224	48.8%
	\$ 192,312	\$ 79,803	41.5%
	\$ 8,450	\$ 1,486	17.6%
	\$ 28,050	\$ 6,850	24.4%
	\$ 292,250	\$ 133,471	45.7%
	\$ 407,800	\$ 348,489	85.5%
	\$ 1,252,790	\$ 883,188	70.5%
	\$ 35,000	\$ 29,273	83.6%
	\$ -	\$ -	100.0%
	\$ 138,453	\$ 53,341	38.5%
	\$ 366,310	\$ 314,135	85.8%
	\$ 3,663,154	\$ 2,312,658	63.1%

Equipment

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,714,000	\$ 918,846	53.6%
<i>Computers, etc.</i>	\$ 309,229	\$ 85,932	27.8%
<i>Other</i>	\$ 75,823	\$ 9,524	12.6%
Total	\$ 2,099,052	\$ 1,014,302	48.3%

	Budget	Spent to date	% Spent
	\$ 1,700,000	\$ 1,175,456	69.1%
	\$ 227,056	\$ 211,323	93.1%
	\$ 46,610	\$ 16,851	36.2%
	\$ 1,973,666	\$ 1,403,630	71.1%

Other Departmental Appropriation

	Budget	Spent to date	% Spent
<i>Villard Square Property Payment</i>	\$ 7,800	\$ -	0.0%
<i>East Property Payment</i>	\$ 3,500	\$ -	0.0%
<i>Mitchell Street Property Payment</i>	\$ 71,000	\$ 40,500	57.0%
<i>Good Hope Property Payment</i>	\$ 45,000	\$ -	0.0%
<i>Contingent Energy Financing</i>	\$ 130,900	\$ 65,433	50.0%
Total	\$ 258,200	\$ 105,933	41.0%

	Budget	Spent to date	% Spent
	\$ 7,500	\$ -	0.0%
	\$ 3,000	\$ 2,996	0.0%
	\$ 69,000	\$ 40,500	58.7%
	\$ 45,000	\$ -	0.0%
	\$ 128,300	\$ 64,150	50.0%
	\$ 252,800	\$ 107,646	42.6%

Total City Expenses	\$ 25,452,992	\$ 16,031,306	63.0%
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	\$ 24,871,778	\$ 15,022,322	60.4%
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**Milwaukee Public Library
Financial Report
August 31, 2022**

2022

2021

Additional Funding Sources

Contract Grants

	Budget	Spent to date	% Spent
<i>WTBBL Jul '22 - Jun '23</i>	\$ 1,136,100	\$ 171,788	15.1%
<i>ILS Jul '22 - Jun '23</i>	\$ 108,650	\$ 15,578	14.3%
Total	\$ 1,244,750	\$ 187,366	15.1%

	Budget	Spent to date	% Spent
	\$ 1,132,000	\$ 191,807	16.9%
	\$ 105,750	\$ 8,021	7.6%
	\$ 1,237,750	\$ 199,828	16.1%

Trust Funds

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 113,000	\$ 98,000	86.7%
<i>Programming</i>	\$ 34,000	\$ 10,782	31.7%
<i>Training</i>	\$ 15,000	\$ 9,036	60.2%
<i>Marketing</i>	\$ 29,000	\$ 10,305	35.5%
<i>Contingency</i>	\$ 4,000	\$ 111	2.8%
<i>Board Development</i>	\$ 4,000	\$ 448	11.2%
<i>Strehlow 50+</i>	\$ 39,045	\$ 69	0.2%
Total	\$ 238,045	\$ 128,751	54.1%

	Budget	Spent to date	% Spent
	\$ 85,303	\$ 78,940	92.5%
	\$ 24,000	\$ 6,629	27.6%
	\$ 8,000	\$ 2,739	34.2%
	\$ 20,000	\$ 847	4.2%
	\$ 2,500	\$ 63	2.5%
	\$ 4,000	\$ 289	7.2%
	\$ 39,615	\$ 330	0.8%
	\$ 183,418	\$ 89,837	49.0%

Foundation Funds

	Budget*	Spent to date	% Spent
<i>Materials</i>	\$ 536,095	\$ 20,505	3.8%
<i>Programming</i>	\$ 1,827,355	\$ 556,018	30.4%
Total	\$ 2,363,450	\$ 576,523	24.4%

	Budget*	Spent to date	% Spent
	\$ 405,967	\$ 35,818	8.8%
	\$ 1,640,850	\$ 483,322	29.5%
	\$ 2,046,817	\$ 519,140	25.4%

*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 #327150723 dated 8/1/22 and maturing 3/1/23 at a rate of 0.005%...\$300,000.00

**Milwaukee Public Library
Financial Report
July 31, 2022**

2022

2021

City Revenues

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 24,494,523	\$ 14,075,048	57.5%
<i>Fines</i>	\$ 138,000	\$ 46,678	33.8%
<i>Lost Materials, etc.</i>	\$ 60,000	\$ 32,968	54.9%
<i>MCFLS Contracts</i>	\$ 760,469	\$ 197,985	26.0%
Total City Appropriation	\$ 25,452,992	\$ 14,352,679	56.4%

	Budget	Received to date	% Received
	\$ 23,881,151	\$ 13,047,769	54.6%
	\$ 157,000	\$ 16,523	10.5%
	\$ 71,000	\$ 26,751	37.7%
	\$ 762,627	\$ 382,115	50.1%
Total	\$ 24,871,778	\$ 13,473,158	54.2%

City Expenses

Salaries & Benefits

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 13,549,077	\$ 7,565,108	55.8%
<i>Fringe Benefits</i>	\$ 6,232,576	\$ 3,533,716	56.7%
Total	\$ 19,781,653	\$ 11,098,824	56.1%

	Budget	Spent to date	% Spent
	\$ 13,001,478	\$ 6,864,032	52.8%
	\$ 5,980,680	\$ 3,021,155	50.5%
Total	\$ 18,982,158	\$ 9,885,187	52.1%

Operating Expenses

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 109,300	\$ 30,839	28.2%
<i>Tools & Machinery Parts</i>	\$ 20,470	\$ 4,274	20.9%
<i>Construction Supplies</i>	\$ 23,000	\$ 13,163	57.2%
<i>Energy</i>	\$ 684,000	\$ 455,312	66.6%
<i>Other Operating Supplies</i>	\$ 193,225	\$ 72,383	37.5%
<i>Vehicle Rental</i>	\$ 9,000	\$ 1,885	20.9%
<i>Non-Vehicle Equipment Rental</i>	\$ 22,000	\$ 11,783	53.6%
<i>Professional Services</i>	\$ 215,912	\$ 221,183	102.4%
<i>Information Technology Services</i>	\$ 432,972	\$ 353,768	81.7%
<i>Property Services</i>	\$ 1,325,660	\$ 976,776	73.7%
<i>Infrastructure Services</i>	\$ 36,000	\$ 20,271	56.3%
<i>Vehicle Repair Services</i>	\$ -	\$ -	100.0%
<i>Other Operating Services</i>	\$ 151,548	\$ 36,430	24.0%
<i>Reimburse Other Departments</i>	\$ 91,000	\$ (2,434)	-2.7%
Total	\$ 3,314,087	\$ 2,195,633	66.3%

	Budget	Spent to date	% Spent
	\$ 112,427	\$ 51,719	46.0%
	\$ 20,001	\$ 14,241	71.2%
	\$ 21,500	\$ 10,323	48.0%
	\$ 787,811	\$ 323,572	41.1%
	\$ 192,312	\$ 72,132	37.5%
	\$ 8,450	\$ 1,291	15.3%
	\$ 28,050	\$ 6,850	24.4%
	\$ 292,250	\$ 131,703	45.1%
	\$ 407,800	\$ 344,969	84.6%
	\$ 1,252,790	\$ 850,989	67.9%
	\$ 35,000	\$ 29,273	83.6%
	\$ -	\$ -	100.0%
	\$ 138,453	\$ 53,793	38.9%
	\$ 366,310	\$ 295,318	80.6%
Total	\$ 3,663,154	\$ 2,186,173	59.7%

Equipment

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,714,000	\$ 870,333	50.8%
<i>Computers, etc.</i>	\$ 309,229	\$ 85,932	27.8%
<i>Other</i>	\$ 75,823	\$ 9,524	12.6%
Total	\$ 2,099,052	\$ 965,789	46.0%

	Budget	Spent to date	% Spent
	\$ 1,700,000	\$ 1,101,113	64.8%
	\$ 227,056	\$ 190,598	83.9%
	\$ 46,610	\$ 15,941	34.2%
Total	\$ 1,973,666	\$ 1,307,652	66.3%

Other Departmental Appropriation

	Budget	Spent to date	% Spent
<i>Villard Square Property Payment</i>	\$ 7,800	\$ -	0.0%
<i>East Property Payment</i>	\$ 3,500	\$ -	0.0%
<i>Mitchell Street Property Payment</i>	\$ 71,000	\$ 27,000	38.0%
<i>Good Hope Property Payment</i>	\$ 45,000	\$ -	0.0%
<i>Contingent Energy Financing</i>	\$ 130,900	\$ 65,433	50.0%
Total	\$ 258,200	\$ 92,433	35.8%

	Budget	Spent to date	% Spent
	\$ 7,500	\$ -	0.0%
	\$ 3,000	\$ 2,996	0.0%
	\$ 69,000	\$ 27,000	39.1%
	\$ 45,000	\$ -	0.0%
	\$ 128,300	\$ 64,150	50.0%
Total	\$ 252,800	\$ 94,146	37.2%

Total City Expenses	\$ 25,452,992	\$ 14,352,679	56.4%
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Total	\$ 24,871,778	\$ 13,473,158	54.2%
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**Milwaukee Public Library
Financial Report
July 31, 2022**

2022

2021

Additional Funding Sources

Contract Grants

	Budget	Spent to date	% Spent
<i>WTBBL Jul '22 - Jun '23</i>	\$ 1,136,100	\$ 107,772	9.5%
<i>ILS Jul '22 - Jun '23</i>	\$ 108,650	\$ 6,318	5.8%
Total	\$ 1,244,750	\$ 114,090	9.2%

	Budget	Spent to date	% Spent
	\$ 1,132,000	\$ 111,977	9.9%
	\$ 105,750	\$ 6,227	5.9%
	\$ 1,237,750	\$ 118,204	9.5%

Trust Funds

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 113,000	\$ 98,000	86.7%
<i>Programming</i>	\$ 34,000	\$ 10,034	29.5%
<i>Training</i>	\$ 15,000	\$ 8,075	53.8%
<i>Marketing</i>	\$ 29,000	\$ 10,305	35.5%
<i>Contingency</i>	\$ 4,000	\$ 111	2.8%
<i>Board Development</i>	\$ 4,000	\$ 392	9.8%
<i>Strehlow 50+</i>	\$ 39,045	\$ -	0.0%
Total	\$ 238,045	\$ 126,917	53.3%

	Budget	Spent to date	% Spent
	\$ 85,303	\$ 78,940	92.5%
	\$ 24,000	\$ 6,215	25.9%
	\$ 8,000	\$ 2,739	34.2%
	\$ 20,000	\$ 427	2.1%
	\$ 2,500	\$ 63	2.5%
	\$ 4,000	\$ 265	6.6%
	\$ 39,615	\$ 330	0.8%
	\$ 183,418	\$ 88,979	48.5%

Foundation Funds

	Budget*	Spent to date	% Spent
<i>Materials</i>	\$ 536,095	\$ 17,664	3.3%
<i>Programming</i>	\$ 1,827,355	\$ 497,192	27.2%
Total	\$ 2,363,450	\$ 514,856	21.8%

	Budget*	Spent to date	% Spent
	\$ 405,967	\$ 33,514	8.3%
	\$ 1,640,850	\$ 418,761	25.5%
	\$ 2,046,817	\$ 452,275	22.1%

*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 #327149519 dated 12/1/21 and maturing 8/1/22 at a rate of 0.005%...\$300,000.00

Director's Report**August and September 2022 Activities**

Director Johnson's participation with the Milwaukee Broadband Partnership continues and the group is making progress on selecting a vendor for the feasibility study needed to meet eligibility requirements for federal funding. The group is supporting the City's application for the NTIA Middle Mile grant which would include pulling fiber optic cable into libraries and other city buildings currently lacking this infrastructure. Meetings with elected officials, community partners, and service providers are ongoing.

National Voter Registration Day efforts were boosted by timely press coverage with the help of Mayor Johnson and Election Commissioner Claire Woodall-Vogg. Director Johnson and Mitchell Street Branch Manager Maria Burke hosted them and members from several news outlets to promote the voter registration activities and other resources available at all library locations.

The MPL AmeriCorps program which expands on the LibraryNOW student library card campaign launched in September and Director Johnson gave a warm welcome at the orientation sessions for the new team of AmeriCorps members. They hail from many walks of life, all eager to work with youth to support student achievement, build 21st century skills for success, and mentoring for social and emotional development.

The Racial Equity and Inclusion planning team and Director Johnson had its final meeting with consultants P3 Development Group to finalize the documentation of MPL's process in developing the library's REI Action Plan and subsequent work plan which provides the road map for implementation and tools for accountability. The REI Committee will continue this work in partnership with the library's administration.

Director Johnson and MPL Board President Mark Sain attended the Summer Youth Internship Program final celebration. The MPL excels in participation with 13 youth interns being mentored by staff at several branches and Central Library. All teens presented and shared what they valued most about their experience working at the library and appreciation for new opportunities.

Johnson regularly engages with peers and stakeholders including the Wisconsin Digital Inclusion Stakeholders Group, the Friends of the MPL Board, MPL Docents and the Milwaukee County Federated Library System Board. Johnson traveled to Wausau, WI to attend the quarterly meeting of the System and Resource Library Administrators Association of Wisconsin. The group previously approved LSTA funding for a state-wide library compensation study and had updates on the RFP process. While there, she visited Resource Library Director Leah Gordano and toured the Marathon County Public Library.

July 2022**Summary of VIRTUAL and IN-PERSON PROGRAMS:****MPL HELPS PEOPLE READ**

English Reading Hour. The Refugee and Immigrant Services Committee hosted our monthly session where attendees can practice English reading and speaking with other learners. We read poems and short stories with others and talked about what we've read. Attendance: 7

MPL HELPS PEOPLE LEARN

Webb's First Look at the Universe! On July 14th, program attendees were treated to a glimpse of the new and magnificent first deep-space images that were just made available by NASA's James Webb Space Telescope. Bob Bonadurer, Director of the Daniel M. Soref Dome Theater & Planetarium at the Milwaukee Public Museum, presented an insightful talk about what's happening in space with the new telescope and gave us a better understanding of the cosmos. This program is funded through the NASA @ My Library Grant. Attendance: 20

Exploring Exoplanets with the James Webb Telescope. On July 20th, Dr. Jean Creighton, Director of the Manfred Olson Planetarium at the University of Wisconsin-Milwaukee, shared her expertise as an astronomer and captivated the audience with an exciting discussion about new and exciting worlds beyond our solar system and the James Webb Space Telescope. This program is funded through the NASA @ My Library Grant. Attendance: 15

What Everyone Needs to Know About Their Arab American Neighbors. Janan Najeeb, president of the Milwaukee Muslim Women's Coalition, presented a wonderful overview of Arabic life and culture in our contemporary community. Najeeb discussed the Arabic language and alphabet, customs, fashion, pilgrimages, and family roles. Attendance: 15

Meet the Artist: David Najib Kasir. David Najib Kasir is an Artist/Painter/Muralist/Curator who lives and works in Milwaukee. His work is comprised of personal narratives in life and cultural history, and in recent years his work draws from stories of his parents' journey to the U.S. and from where they migrated from in Syria and Iraq. His murals, oil painting and Zellige art are rich in creativity, politics, and cultural history. Attendance: 25

Snack Hack! You Are What You Eat: Lesson topics at Snack Hack this month included Fiber, Fats, Protein, and Salt. A local news segment from CBS 58 aired on July 24th featuring Snack Hack as a community resource available at the Library, which will promote the program to more people in Milwaukee and hopefully attract new faces to the program. Each session includes cooking demonstrations that teach attendees cooking methods and techniques they can try at home. Total attendance for four sessions: 58

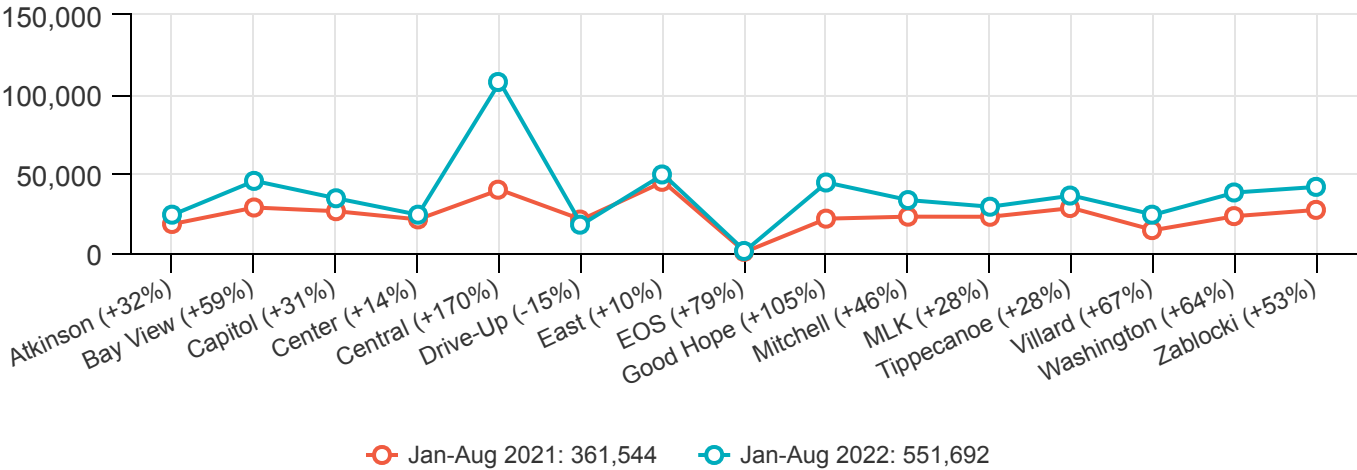
MPL HELPS PEOPLE CONNECT

English Conversation Hour. The Refugee and Immigrant Services Committee hosted our weekly session for adult English language learners. We discussed strategies for small talk and used structured practice to activate vocabulary and language skills. Some topics we discussed included common idioms, irregular plural nouns, opinion adjectives, and travel lingo and vacations. Total attendance for four sessions: 24

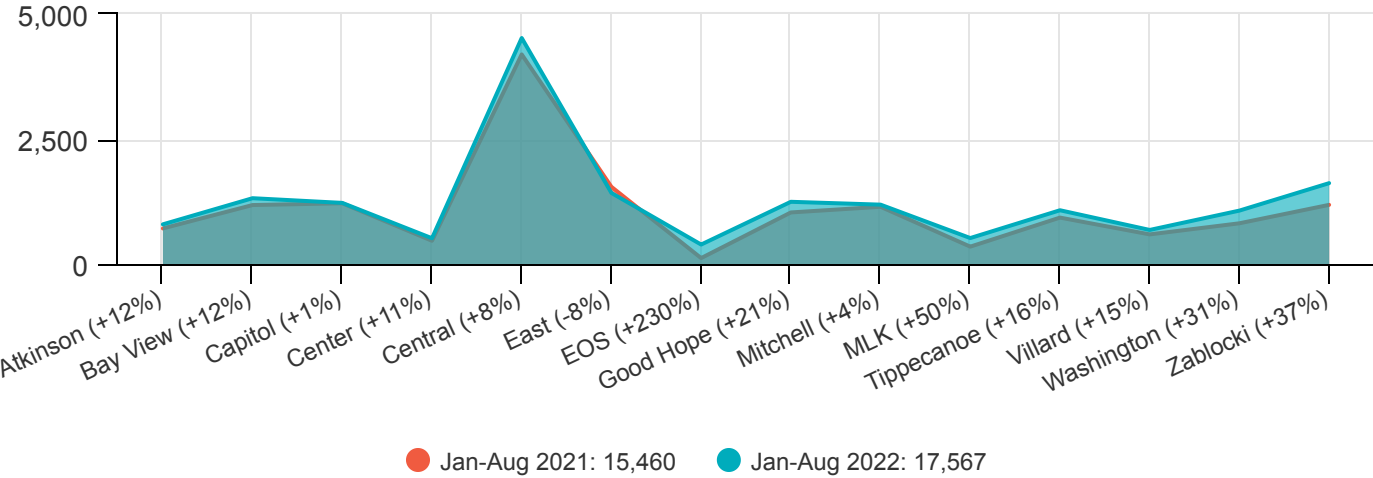
The Arab American Culture and Heritage Celebration consisted of bilingual story time, button making with Arabic names in calligraphy, learning about related English and Arabic words, Zellige art coloring sheets, a children's fashion show, and delicious paletas and shawarma. Partnered with the Milwaukee Muslim Women's Coalition. Total attendance: 45

Total attendance for 49 programs this month: 231

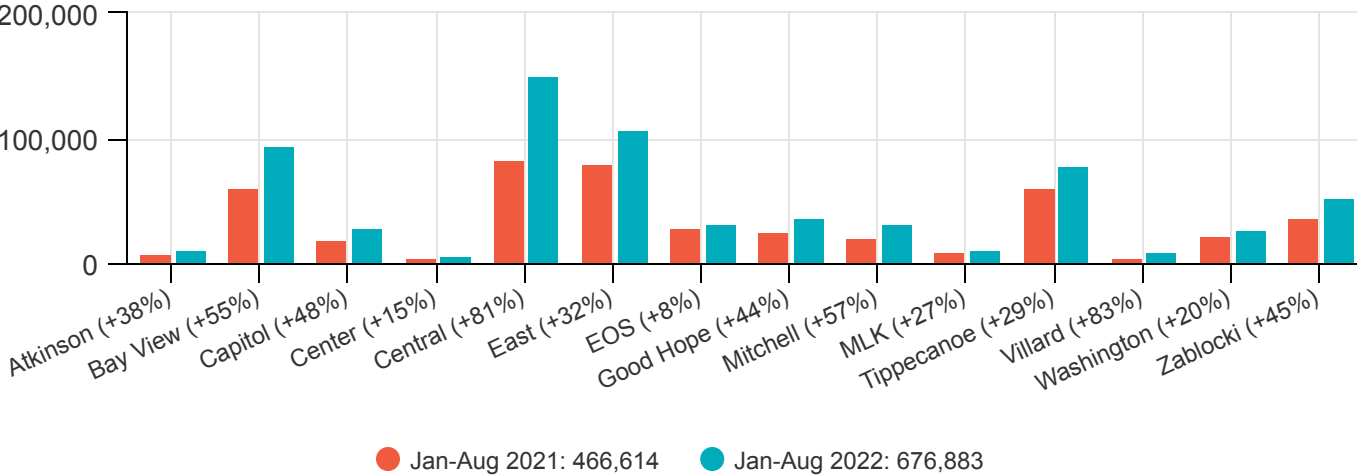
Patron Visits



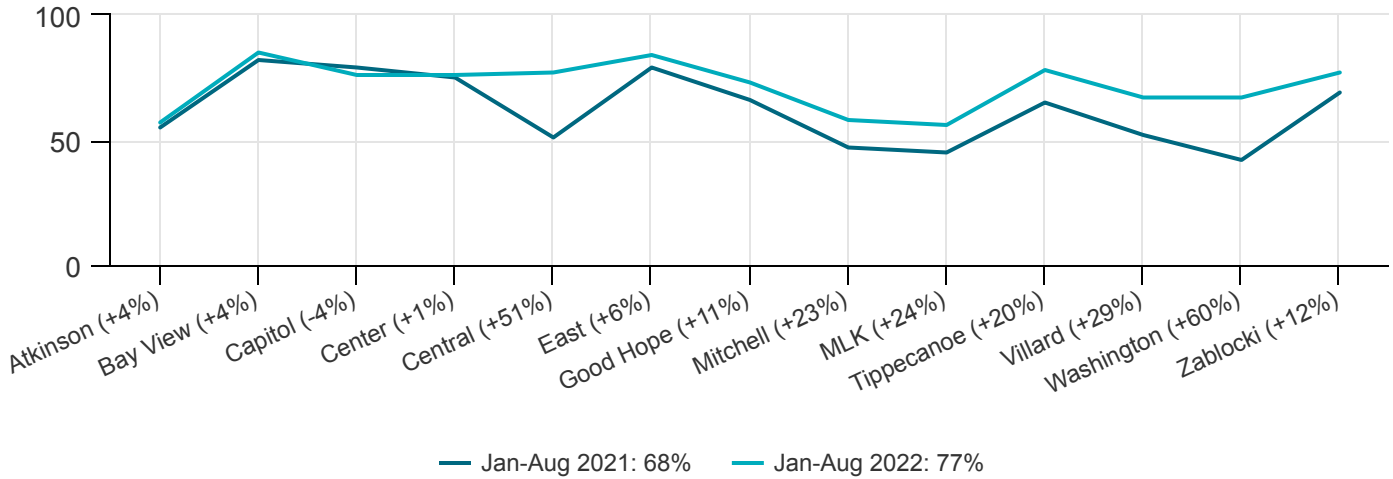
Registration



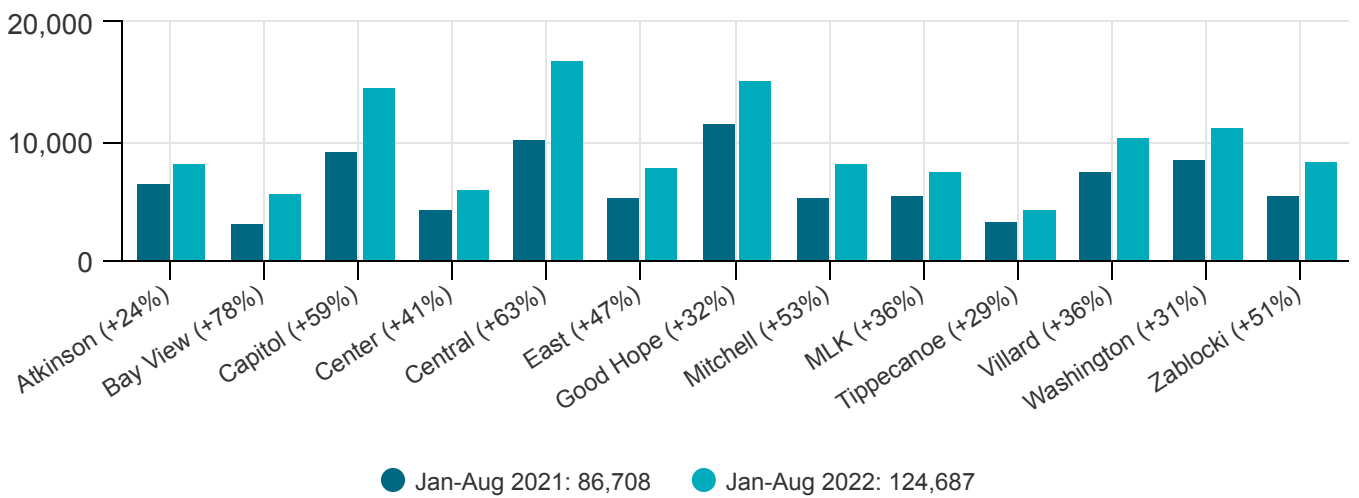
Traditional Circulation



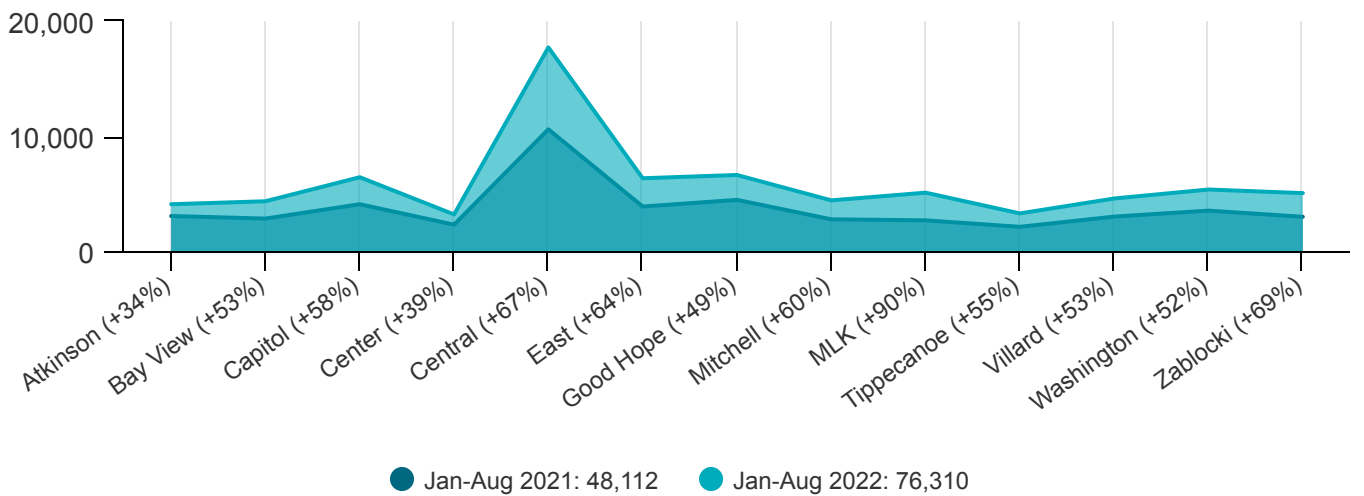
Self-Checkout (%)



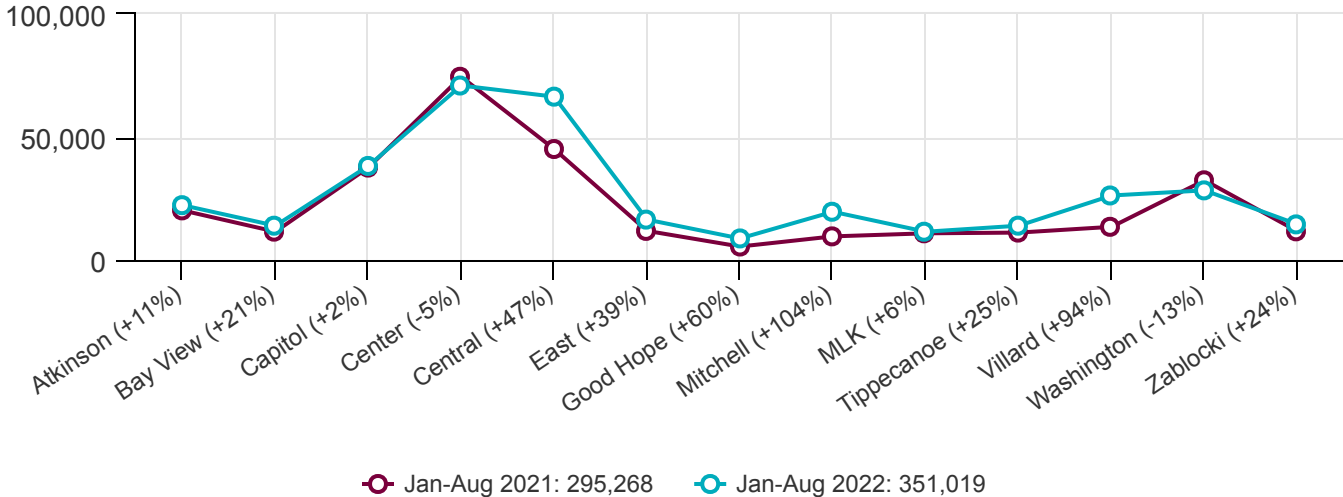
Print/Copy/Fax Jobs



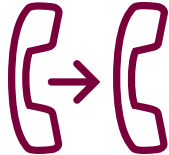
Public Computer Sessions



Wi-Fi Sessions



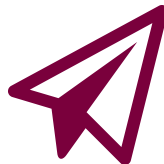
Ready Reference



38,709
 Calls Answered
 Last Year: 44,497

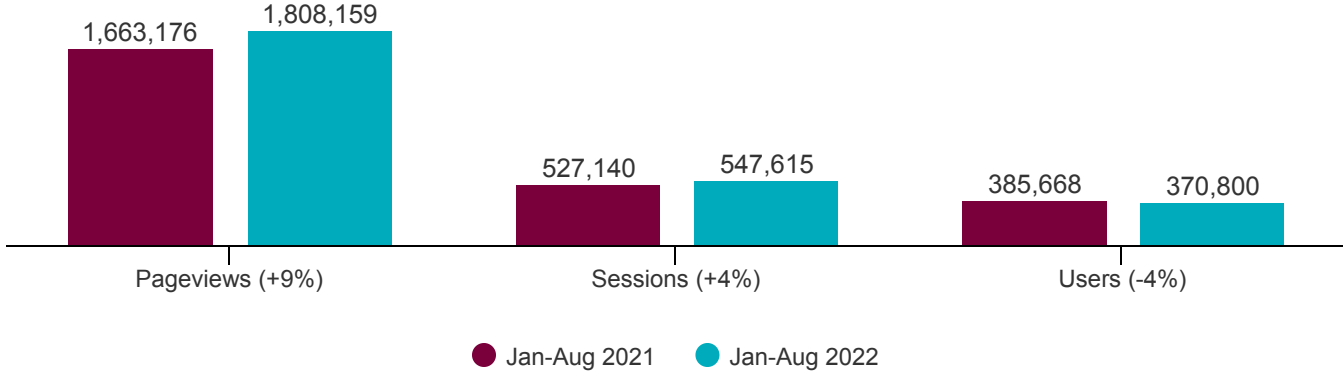


1,510
 Chat Sessions
 Last Year: 1,718



1,075
 Email Responses
 Last Year: 1,147

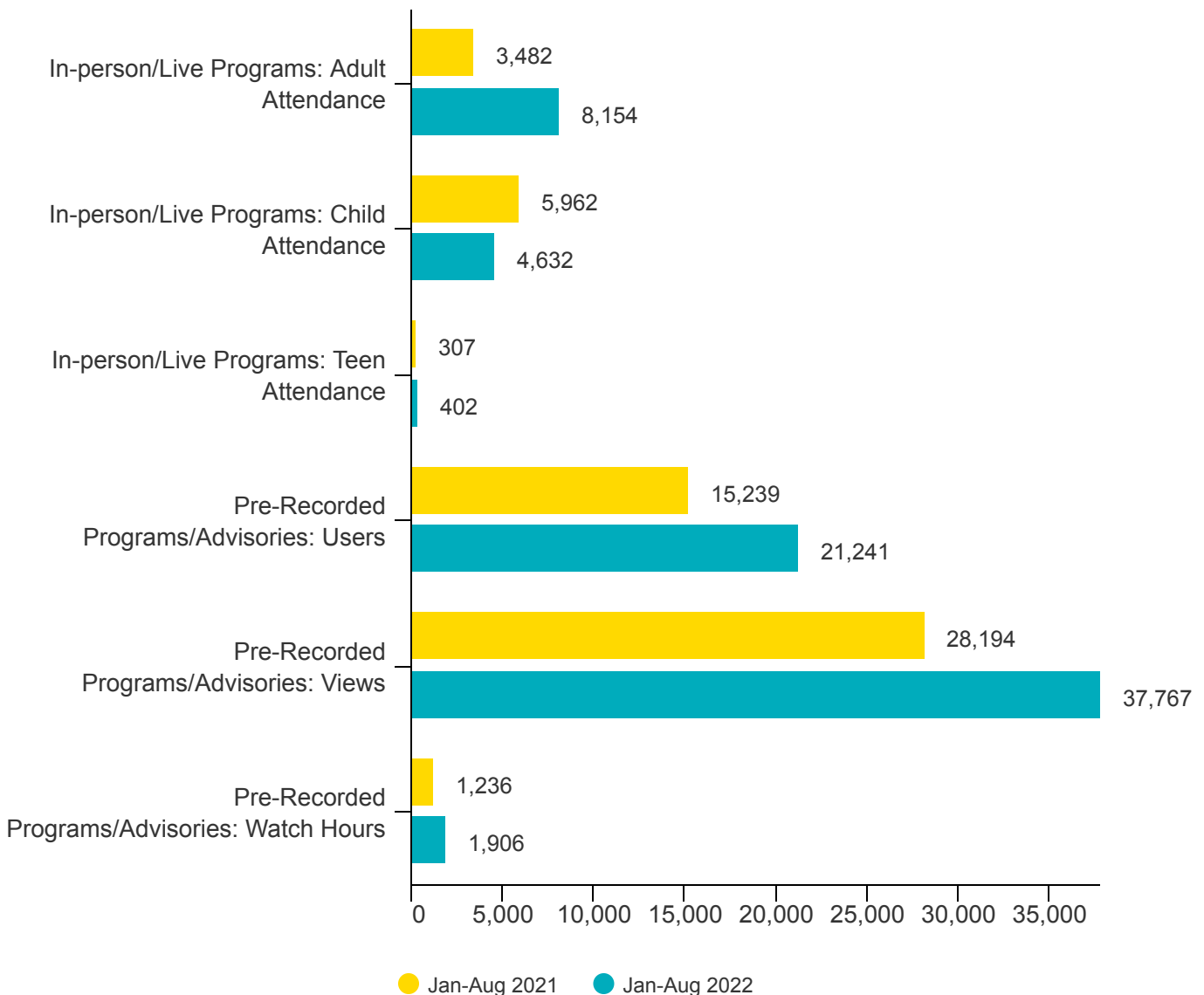
Webpage Usage



eCirculation

Platform	Jan-Aug 2021	Jan-Aug 2022	Change
Freegal Music	67,151	54,047	-20%
hoopla Digital	28,281	27,045	-4%
Kanopy	-	7,048	New to 2022
OverDrive	193,302	226,258	17%
Total	288,734	314,398	9%

Programming





BOARD OF TRUSTEES COMMITTEES 2022-2023

LIBRARY BUILDING & DEVELOPMENT COMMITTEE

Michael Morgan, Chair
Chris Layden, Vice-Chair
Matt Kowalski
Mark Sain
VACANT (Common Council appointee)

EXECUTIVE COMMITTEE

Mark Sain, President
Chris Layden, Vice-President
Teresa Mercado, Financial Secretary
Michele Bria, Past President

FINANCE & PERSONNEL COMMITTEE

Teresa Mercado, Chair
Milele Coggs, Vice-Chair
Felicia Saffold
Scott Spiker
VACANT (County Executive appointee)

INNOVATION & STRATEGY COMMITTEE

Matt Kowalski Chair
Erika Siemsen, Vice-Chair
Michele Bria
Scott Spiker
VACANT (Common Council appointee)

LIBRARY SERVICES & PROGRAMS COMMITTEE

Milele Coggs, Chairperson
Michael Morgan
Erika Siemsen
Felicia Saffold
VACANT (County Executive appointee)

AUXILIARY COMMITTEES

Michele Bria, Urban Libraries Council Executive Board
Michele Bria, Milwaukee Public Library Foundation Board and MPLF Balancing the Books Committee
Mark Sain, MPLF Balancing the Books Committee
Erika Siemsen, Milwaukee County Federated Library System Board

September 2022



MEMO

Date: September 27, 2022

To: Milwaukee Public Library Board

From: Tammy Mays, Public Services Area Manager (Branch Libraries)

Re: Award Recommendation for Library Circle Keeping Consultant Request for Proposal

In March 2022, the MPL Board approved a contract award to a vendor consultant to run its Restorative Practice Circle Keeping programs. The original recipient resigned from the position on Thursday, July 14, 2022.

On August 3, 2022, the Library released a second Request for Proposal (RFP). Four qualified proposals were received and ranked according to the requested qualifications listed on the RFP.

A committee of library staff, including Public Services Area Manager (Branch Libraries), met to review and evaluate the proposal.

The committee came to a unanimous decision and recommends awarding the Library Circle Keeping Consultants contract to Angela Harris and D'shaunta Stewart, up to \$50,000.00.

ATTACHMENT B - P. 1 of 1
8. Circle Keeping Initiative (IMLS) Grant
Contract Approval
P. 20

