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 28, 2021 4:00 p.m.

By Go To Meeting

By computer, tablet or smartphone:

https://global.gotomeeting.com/join/183791021

By phone:

United States: +1 (571) 317-3122

Access Code: 183-791-021

AGENDA

4:00 - 4:05

WELCOME & ROLL CALL

4:05 - 4:10

PUBLIC COMMENT

4:10 - 4:15

CONSENT AGENDA

Attachment A, page 4

- 1. Regular Board Meeting Minutes, July 27, 2021.
- 2. Committee Reports
 - a. Finance & Personnel Committee Meeting Minutes July 27, 2021
 - b. Building & Development Committee Meeting Minutes September 2, 2021
- 3. Administrative Reports.
 - a. Financial Report
 - b. Library Director's Report
 - c. Statistics
- 4. Letter of Thanks for Additional Funds to Overdrive Advantage.

NEW BUSINESS

4:15 - 4:25

5. <u>Deaccessioning MPL Express Library</u>. Library Director Joan Johnson will present an update on the status of the Express Library and seek Board approval for deaccession.

REPORTS

4:25 - 4:55

- 6. <u>Milwaukee County Federated Library System (MCFLS) Board Meeting</u>. Trustee Ald. Nik Kovac will report on the September 20, 2021 MCFLS Board meeting.
- 7. <u>Balancing the Books Committee</u>. Milwaukee Public Library Foundation Executive Director Ryan Daniels will give a briefing on the work of the joint committee.
- 8. <u>MPL Staff Scholarship Joint Committee Meeting</u>. Library Director Joan Johnson will present outcomes from the Spring and Fall 2021 Staff Scholarship Joint Committee meetings.

OLD BUSINESS

4:55 - 5:15

- 9. **2022 Budget**. Library Director Joan Johnson will provide a status report regarding the Library's requested 2022 budget.
- Racial Equity & Inclusion (REI) Action Plan. Anne Rasmussen, Associate Director of Strategic Initiatives and Public Services, will present an update on MPL's work with P3 Development Group on the REI Action Plan.

BOARD EDUCATION

5:15 - 5:25

11. <u>AEON Workflow Management Software</u>. Deputy Director Jennifer Meyer-Stearns will lead a presentation about the Library's implementation of AEON workflow management software for special collections.

5:25 - 5:30

12. Closing Remarks and Adjournment.

Attachment B, page 23

REMINDER: Next scheduled meetings are:

October 7, 2021 Building & Development Committee — Video Conference Call, 8:00 a.m.
October 13, 2021 Innovation & Strategy Committee — Video Conference Call, 8:00 a.m.
October 26, 2021 Finance & Personnel Committee Meeting — Video Conference Call, 3:00 p.m.
October 26, 2021 Board Meeting — Video Conference Call, 4:00 p.m.

Trustees

Michele Bria, President, Chris Layden, Vice-President, Jennifer Smith, Financial Secretary, Ald. Milele Coggs, Ald. Nik Kovac, Matthew Kowalski, Teresa Mercado, Michael Morgan, Sup. Marcelia Nicholson, Mark Sain, Erika Siemsen, Ald. JoCasta Zamarripa 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 27, 2021

Video Conference Call via GoToMeeting

PRESENT: Michele Bria, Chris Layden, Ald. Milele Coggs, Ald. Nik Kovac, Matt Kowalski,

Teresa Mercado, Michael Morgan, Sup. Marcelia Nicholson, Erika Siemsen,

Ald. JoCasta Zamarripa, Joan Johnson

EXCUSED: Mark Sain, Jennifer Smith

STAFF: Eileen Force Cahill, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger,

Anne Rasmussen, Rebecca Schweisberger, Kelly Wochinske

OTHERS

PRESENT: Budget and Policy Division: Mason Lavey

MPL Foundation: Ryan Daniels, Pat Swanson

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:02 p.m. on July 27, 2021 with a quorum present. All Trustees participated by video conference.

SPECIAL COMMUNICATION

 Quarterly Review of Fund Investments. The Board received the U.S. Bank Institutional Trust and Custody quarterly report for MPL dated July 27, 2021 prior to the meeting. Mr. Wayne Sattler, Senior Vice President & Managing Director at U.S. Bank, provided a market overview. The investment performance of the trust fund for the period ending June 30, 2021 was reviewed. The portfolio overview was summarized and the Board accepted the report. Informational item.

CONSENT AGENDA

- 2. Regular Board Meeting Minutes June 22, 2021.
- 3. Committee Reports
 - a. Building & Development Committee Meeting Minutes July 1, 2021
- 4. Administrative Reports
 - a. Financial Report
 - b. Library Director's Reports
 - c. Statistics
- 5. Letter from MCFLS Board to MPL Board.
- 6. <u>Updated Committee Assignments</u>.

P. 4

President Bria asked the Board if any items should be removed from the Consent Agenda presented as Attachment A, pages 3-29 of the agenda. Hearing no objection, the Consent Agenda was approved.

REPORTS

- Milwaukee County Federated Library System (MCFLS) Board Meeting. Trustee Kovac reported on the July 19, 2021 meeting. The MCLFLS Board sent a letter to the MPL Board in appreciation of investments in OverDrive as it allowed additional electronic resources to be purchased, which was especially helpful during the pandemic. MCFLS Director Steve Heser shared information about potential changes to the materials delivery service. The Public Library System Redesign (PLSR) work group has made a recommendation to manage delivery at regional levels instead of at the system level. The proposed changes would be more efficient, cost effective, and also incorporate deliveries to academic libraries. The sorting room at Central Library would be used as the materials sorting base for the entire region. A workgroup is reviewing alternatives to the shared catalog service and will put forth a recommendation in August. MCFLS is in the process of interviewing candidates for the new Marketing position. Director Heser provided an update on strategic planning for the 2022-2024 period. MCFLS is conducting a survey of member libraries to gather input on how to use additional state funds. MPL will receive additional funding for the Resource Library and cataloging. A development plan for the village of Bayside includes a new library which would replace the current library. Informational item.
- 8. Services & Programs Committee Meeting. Trustee Morgan reported on the July 21, 2021 meeting. The Committee approved the minutes from the May 5, 2021 meeting and received the safety report. New security statistics categories have been created to track incidents related to the pandemic. Staff shortages at the security contract company have impacted staffing at MPL locations. The Committee was briefed on the status of several proposals MPL submitted to the City Budget Office and state legislators for funding through the American Rescue Plan Act. A new technology device lending policy was presented for approval. The policy will cover all circulating technology. Trustee Morgan moved to approve the new technology device lending policy; Trustee Siemsen seconded. Motion passed.

OLD BUSINESS

9. 2022 Budget. Library Director Joan Johnson provided an update on the 2022 budget process. The City is facing a significant budget shortfall and all departments were asked to respond to a worst-case scenario budget. At this time, the Budget Office has requested this for information only and not as the final budget submittal. The library's goal to keep all branches open and maintain hours would not be possible in the worst case scenario. Director Johnson shared some potential long-and short-term solutions the library could consider if faced with this scenario. Responses could include reducing hours at all locations, eliminating Sunday hours at branches, and committing to a higher vacancy rate. Reduced services during the M.L. King branch reconstruction is another possibility. MPL will submit the budget this week and an update will be presented to the Board at the September 28, 2021 meeting. Informational item.

BOARD EDUCATION

10. <u>Cargill Community Kitchen Programs</u>. Anne Rasmussen, Associate Director of Strategic Initiatives and Public Services, briefed the Board on the ongoing community kitchen programs at Mitchell Street branch. During the pandemic, MPL began offering virtual programs to continue its mission of helping people read, learn, and connect while building healthy neighborhoods. The programs at Cargill Community Kitchen focus on health literacy, food literacy, and cooking literacy. MPL hired

kitchen consultant Rayna Andrews, who incorporates her experience with teaching food literacy in under-served communities. Ms. Andrews has created 3 series of virtual programming:

- Virtual Cooking Classes with Celebrity Chefs in Milwaukee: MPL is partnering with food establishments in Milwaukee to help build the audience in new ways. Participants receive an ingredient list and can prepare the dish during the live virtual classes.
- Snack Hacks: Healthy Youth Ambassadors (ages 8-13) make kid-friendly snacks, taped at the Cargill Kitchen. The pre-recorded programs in this series offer presentation experience for the children and a virtual learning experience for participants.
- Plant Curious: These pre-recorded programs are hosted by a local registered nurse and focus on plant-based nutrition.

MPL will capture statistics about participation in the pre-recorded programs and send surveys to participants of the live programs. The library continues to assess virtual programming design, outcomes, and building a structure to support it in the future.

Dr. Bria thanked library staff for reimagining programming while keeping programs exciting and fun.

With no further business, the Milwaukee Public Library Board of Trustees meeting of July 27, 2021 was adjourned at 5:24 p.m.

MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES FINANCE & PERSONNEL COMMITTEE MINUTES

Tuesday, July 27, 2021

Video Conference Call by GoToMeeting

PRESENT: Ald. Milele Coggs, Teresa Mercado, Sup. Marcelia Nicholson, Joan Johnson

EXCUSED: Jennifer Smith, Mark Sain

OTHERS

PRESENT: MPL: Jennifer Meyer-Stearns, Sarah Leszczynski, Rebecca Schweisberger

Budget and Policy Division: Mason Lavey

Vice-Chair Coggs called the meeting of the Board of Trustees Finance & Personnel Committee to order at 3:10 p.m. on Tuesday, July 27, 2021. All Trustees and presenters participated by video or audio conference.

- Committee Meeting Minutes Review. The Committee reviewed the minutes from the April 27, 2021 meeting. Trustee Nicholson moved to approve the minutes and Trustee Mercado seconded. Motion passed.
- 2. Quarterly Library Report of the Internal Control of the MPL Trust and Gift Funds. Deputy Library Director Jennifer Meyer-Stearns reported on the 2021 second quarter internal controls. She reported all internal control processes were followed and there were no accounting issues. Informational item.
- Next Meeting. Items to be included on the October 26, 2021 meeting include: approval of the 2022 meeting schedule, approval of the 2022 Trust Fund Allocation, and approval of the 2022 request to MPL Foundation.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 3:17 p.m. on Tuesday, July 27, 2021.

MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES BUILDING & DEVELOPMENT COMMITTEE MINUTES

Thursday, September 2, 2021

ATTACHMENT A - P. 5 of 19 MPL CONSENT AGENDA 2b. Building & Development Committee Meeting Minutes 09/02/2021

P. 8

Video Conference Call by GoToMeeting

PRESENT: Mark Sain, Ald. Nik Kovac, Matt Kowalski, Chris Layden, Michael Morgan, Joan Johnson

OTHERS

PRESENT: MPL: Eileen Force Cahill, Ryan Hayes, Tammy Mays, Sam McGovern-Rowen,

Jennifer Meyer-Stearns, Anne Rasmussen, Marian Royal, Rebecca Schweisberger

Budget and Policy Division: Mason Lavey Emem Group: Michael Emem, Deshea Agee

General Capital Group: Jennifer Bersch, Linda Gorens, Jackson Lindsay, Sig Strautmanis,

David Weiss

JLA Architects: John Barac, Jerome Wick

Committee Chair Mark Sain called the MPL Board of Trustees Building and Development Committee meeting to order at 8:01 a.m. on September 2, 2021 with a quorum present. All Trustees and presenters participated by video conference.

Library Director Joan Johnson introduced new Public Service Area Managers Tammy Mays and Marian Royal. Dr. Mays oversees the MPL branch libraries and will be part of the Martin Luther King branch design team. Ms. Royal oversees the Central Library and Resource Library service.

- 1. <u>Approval of the Minutes</u>. Chair Sain entertained a motion to accept the minutes from the July 1, 2021 meeting, listed as Attachment A of the agenda. Trustee Morgan moved approval and Trustee Kowalski seconded. Motion passed.
- 2. **Project Inventory and Status Report**. Library Facilities Manager Ryan Hayes reviewed ongoing and upcoming projects. Informational item.
 - Green Infrastructure Parking Lots The projects at Atkinson, Washington Park, and Bay View branches are 99% complete. The Zablocki and Center Street branches are nearly complete and photos were shared with the Committee.
 - The Central Library exterior masonry project 90% complete
 - Central Library Fire Alarm project Approximately 55% complete
 - Central Library Safety and Egress project Staff is establishing timelines, staging, and awaiting cost estimates.
 - Rotary Club of Milwaukee Community Room at Central Library 99% complete
 - Zablocki branch roof replacement Zimmerman Architectural Studios is preparing drawings and design for library review.
 - Zablocki branch window replacement Zimmerman Architectural Studios is preparing drawings and design to put out for bid.
 - Central Library Energy Project MPL has achieved the 20% energy reduction goal and staff will continue to monitor the savings.
 - Good Hope branch façade 100% complete
 - Central Library roof replacement project, Phase 2 Zimmerman Architectural Studios is researching and designing the roof replacement for the 1898 structure
 - Central Library 1955 addition sump pump replacement RFP has been issued
 - Boiler replacement at Bay View branch RFP has been issued
 - Mill Road branch sculpture will be incorporated into outdoor community space.

3. Martin Luther King Branch Redevelopment Update. Library Construction Project Manager Sam McGovern-Rowen provided an update on the project and introduced the development team for further details. MPL staff and the development team have begun the design process and coordination of the core shell design. Meetings have also been held with staff from the City of Milwaukee Environmental Collaboration Office to discuss potential sustainable features of the library. MPL is working on scheduling public meetings to gather community input on the building design. David Weiss, General Capital Group, emphasized the magnitude of this project and credited methodical communication for continued progress. The development team is in communication with MPL and other City departments as well as local political representatives. Michael Emem, Emem Group, has created a detailed schedule for the project through the groundbreaking which will keep the design process aligned across all teams. Sig Strautmanis, General Capital Group, shared renderings for the project which will develop the entire block on Martin Luther King Drive between Locust Street and Chambers Street. In the current design, the library will remain on the corner of Martin Luther King Drive and Locust Street, with surface parking on the north side of the building. The library will be approximately 17,000 square feet with the primary entrance facing Martin Luther King Drive. The top floors of the library will include an L-shaped residential building, green roof, and possible solar features. The theater building will be integrated into the project; the lobby will be restored and the front of the building will be preserved with historically accurate architectural details. The development team is transitioning into the design development phase, which includes adding more details about the library building and residential units. The team's goal is to complete the design development by mid-October and have final drawings completed at the end of 2021. The committee and design team discussed timelines and project design goals. Informational item.

The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 8:57 a.m. on September 2, 2021.

Milwaukee Public Library Financial Report July 31, 2021

2021	2020
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City Revenues

		Budget	R	eceived to date	% Received
Additional City Appropriation	\$	23,881,151	\$	13,047,769	54.6%
Fines	\$	157,000	\$	16,523	10.5%
Lost Materials, etc.	\$	71,000	\$	26,751	37.7%
MCFLS Contracts	\$	762,627	\$	382,115	50.1%
Total City Appropriation	Ś	24.871.778	Ś	13.473.158	54.2%

	Budget	R	Received to date	% Received
\$	22,651,855	\$	11,378,344	50.2%
\$	183,000	\$	54,506	29.8%
\$	95,000	\$	18,816	19.8%
\$	722,367	\$	384,413	53.2%
Ś	23.652.222	Ś	11.836.079	50.0%

City Expenses

Salaries & Benefits

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

Budget Spent to date % Spent 13,019,079 \$ 6,561,471 50.4% 5,207,632 \$ 2,760,692 53.0% 9,322,163 51.1% 18,226,711 \$

Operating Expenses

	Budget	Spent to date	% Spent
General Office Expense	\$ 112,427	\$ 51,719	46.0%
Tools & Machinery Parts	\$ 20,001	\$ 14,241	71.2%
Construction Supplies	\$ 21,500	\$ 10,323	48.0%
Energy	\$ 787,811	\$ 323,572	41.1%
Other Operating Supplies	\$ 192,312	\$ 72,132	37.5%
Vehicle Rental	\$ 8,450	\$ 1,291	15.3%
Non-Vehicle Equipment Rental	\$ 28,050	\$ 6,850	24.4%
Professional Services	\$ 292,250	\$ 131,703	45.1%
Information Technology Services	\$ 407,800	\$ 344,969	84.6%
Property Services	\$ 1,252,790	\$ 850,989	67.9%
Infrastructure Services	\$ 35,000	\$ 29,273	83.6%
Vehicle Repair Services	\$ -	\$ -	100.0%
Other Operating Services	\$ 138,453	\$ 53,793	38.9%
Reimburse Other Departments	\$ 366,310	\$ 295,318	80.6%
Total	\$ 3,663,154	\$ 2,186,173	59.7%

Budget	Spent to date	% Spent
\$ 83,900	\$ 29,089	34.7%
\$ 26,000	\$ 3,467	13.3%
\$ 40,000	\$ 7,223	18.1%
\$ 660,163	\$ 297,828	45.1%
\$ 170,691	\$ 98,992	58.0%
\$ 8,500	\$ 3,090	36.4%
\$ 19,300	\$ 14,672	76.0%
\$ 399,150	\$ 153,306	38.4%
\$ 373,380	\$ 344,785	92.3%
\$ 1,159,000	\$ 522,208	45.1%
\$ 28,000	\$ 32,445	115.9%
\$ -	\$ -	100.0%
\$ 132,995	\$ 46,300	34.8%
\$ 91,500	\$ (695)	-0.8%
\$ 3,192,579	\$ 1,552,710	48.6%

Equipment

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

Page 1 of 2

	Budget		Spent to date	% Spent
\$	1,660,343	\$	764,885	46.1%
\$	266,297	\$	77,440	29.1%
\$	48,292	\$	9,860	20.4%
Ś	1.974.932	Ś	852.185	43.2%

Other Departmental Appropriation

Total City Expenses	\$ 24,871,778	\$ 13,473,158	54.2%
Total	\$ 252,800	\$ 94,146	37.2%
Contingent Energy Financing	\$ 128,300	\$ 64,150	50.0%
Good Hope Property Payment	\$ 45,000	\$ -	0.0%
Mitchell Street Property Payment	\$ 69,000	\$ 27,000	39.1%
East Property Payment	\$ 3,000	\$ 2,996	99.9%
Villard Square Property Payment	\$ 7,500	\$ -	0.0%
	Budget	Spent to date	% Spent

Budget		Spent to date	% Spent
\$ 4,000	\$	4,000	0.0%
\$ 3,000	\$	1,922	0.0%
\$ 69,000	\$	40,207	58.3%
\$ 45,000	\$	-	0.0%
\$ 137,000	\$	62,892	45.9%
\$ 258,000	\$	109,021	42.3%
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\$ 23,652,222	\$	11,836,079	50.0%

Milwaukee Public Library Financial Report July 31, 2021

2021 2020

Additional Funding Sources

Contract Grants

	Budget		Spent to date	% Spent
WTBBL Jul '21 - Jun '22	\$ 1,132,000	\$	111,977	9.9%
ILS Jul '21 - Jun '22	\$ 105,750	\$	6,227	5.9%
Total	\$ 1,237,750	\$	118,204	9.5%

Budget	Spent to date	% Spent
\$ 1,053,580	\$ 62,010	5.9%
\$ 102,950	\$ 158	0.2%
\$ 1,156,530	\$ 62,168	5.4%

Trust Funds

		Budget		Spent to date	% Spent
Materials	\$	85,303	\$	78,940	92.5%
Programming	\$	24,000	\$	6,215	25.9%
Training	\$	8,000	\$	2,739	34.2%
Marketing	\$	20,000	\$	427	2.1%
Contingency	\$	2,500	\$	63	2.5%
Board Development	\$	4,000	\$	265	6.6%
Headline	\$	-	\$	-	0.0%
Strehlow 50+	\$	39,615	\$	330	0.0%
E.C. Lange - Central Business Commons	\$	-	\$	-	0.0%
E.C. Lange - Community Room 1	\$	-	\$	-	0.0%
Total	Ś	183.418	Ś	88.979	48.5%

	Budget	Spent to date	% Spent
\$	112,640	\$ 50,360	44.7%
\$	34,000	\$ 10,636	31.3%
\$	13,000	\$ 5,383	41.4%
\$ \$ \$	29,000	\$ 5,640	19.4%
\$	4,000	\$ 1,086	27.2%
\$	6,000	\$ 3,509	58.5%
\$	5,000	\$ -	0.0%
\$	40,400	\$ -	0.0%
\$	100,000	\$ 500	0.5%
\$	300,000	\$ 100,000	33.3%
\$	644,040	\$ 177,114	27.5%

Foundation Funds

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

Budget*	Spent to date	% Spent
\$ 315,144	\$ 48,769	15.5%
\$ 2,429,721	\$ 756,173	31.1%
\$ 2,744,865	\$ 804,942	29.3%

^{*}Foundation budget includes annual amount committed by the MPL Foundation plus prior year carryover

Investments

U.S. Bank National Assoc. Commercial Paper (rated A1+) confirmation #338121789 dated 3/29/21 and maturing 12/1/21 at a rate of 0.005%...\$350,000.00

Milwaukee Public Library Financial Report August 31, 2021

2021	2020

City Revenues

		Budget	R	eceived to date	% Received
Additional City Appropriation	\$	23,881,151	\$	14,591,414	61.1%
Fines	\$	157,000	\$	19,733	12.6%
Lost Materials, etc.	\$	71,000	\$	29,060	40.9%
MCFLS Contracts	\$	762,627	\$	382,115	50.1%
Total City Appropriation	Ś	24.871.778	Ś	15.022.322	60.4%

Budget	F	Received to date	% Received
\$ 22,651,855	\$	11,969,377	52.8%
\$ 183,000	\$	54,506	29.8%
\$ 95,000	\$	18,968	20.0%
\$ 722,367	\$	384,413	53.2%
\$ 23,652,222	\$	12,427,264	52.5%

City Expenses

Salaries & Benefits

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

Budget	Spent to date	% Spent
\$ 13,019,079	\$ 6,817,007	52.4%
\$ 5,207,632	\$ 2,889,366	55.5%
\$ 18,226,711	\$ 9,706,373	53.3%

Operating Expenses

	Budget	Spent to date	% Spent
General Office Expense	\$ 112,427	\$ 52,730	46.9%
Tools & Machinery Parts	\$ 20,001	\$ 14,241	71.2%
Construction Supplies	\$ 21,500	\$ 11,427	53.1%
Energy	\$ 787,811	\$ 384,224	48.8%
Other Operating Supplies	\$ 192,312	\$ 79,803	41.5%
Vehicle Rental	\$ 8,450	\$ 1,486	17.6%
Non-Vehicle Equipment Rental	\$ 28,050	\$ 6,850	24.4%
Professional Services	\$ 292,250	\$ 133,471	45.7%
Information Technology Services	\$ 407,800	\$ 348,489	85.5%
Property Services	\$ 1,252,790	\$ 883,188	70.5%
Infrastructure Services	\$ 35,000	\$ 29,273	83.6%
Vehicle Repair Services	\$ -	\$ -	100.0%
Other Operating Services	\$ 138,453	\$ 53,341	38.5%
Reimburse Other Departments	\$ 366,310	\$ 314,135	85.8%
Total	\$ 3,663,154	\$ 2,312,658	63.1%

Budget	Spent to date	% Spent
\$ 83,900	\$ 29,492	35.2%
\$ 26,000	\$ 3,657	14.1%
\$ 40,000	\$ 7,359	18.4%
\$ 660,163	\$ 398,803	60.4%
\$ 170,691	\$ 100,263	58.7%
\$ 8,500	\$ 3,267	38.4%
\$ 19,300	\$ 14,776	76.6%
\$ 399,150	\$ 157,374	39.4%
\$ 373,380	\$ 344,785	92.3%
\$ 1,159,000	\$ 548,538	47.3%
\$ 28,000	\$ 32,445	115.9%
\$ -	\$ -	100.0%
\$ 132,995	\$ 46,745	35.1%
\$ 91,500	\$ (695)	-0.8%
\$ 3,192,579	\$ 1,686,809	52.8%

Equipment

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

Budget	Spent to date	% Spent
\$ 1,660,343	\$ 834,261	50.2%
\$ 266,297	\$ 77,440	29.1%
\$ 48,292	\$ 9,860	20.4%
\$ 1,974,932	\$ 921,561	46.7%

Other Departmental Appropriation

		Budget		Spent to date	% Spent
Villard Square Property Payment	\$	7,500	\$	-	0.0%
East Property Payment	\$	3,000	\$	2,996	99.9%
Mitchell Street Property Payment	\$	69,000	\$	40,500	58.7%
Good Hope Property Payment	\$	45,000	\$	-	0.0%
Contingent Energy Financing	\$	128,300	\$	64,150	50.0%
Total	\$	252,800	\$	107,646	42.6%
Total City Expenses	ć	24.871.778	ć	15,022,322	60.4%

Budget	Spent to date	% Spent
\$ 4,000	\$ 4,000	0.0%
\$ 3,000	\$ 1,922	0.0%
\$ 69,000	\$ 43,707	63.3%
\$ 45,000	\$ -	0.0%
\$ 137,000	\$ 62,892	45.9%
\$ 258,000	\$ 112,521	43.6%
\$ 23,652,222	\$ 12,427,264	52.5%

Milwaukee Public Library Financial Report August 31, 2021

2021 2020

Additional Funding Sources

Contract Grants

		Budget		Spent to date	% Spent
WTBBL Jul '21 - Jun '22	\$	1,132,000	\$	191,807	16.9%
ILS Jul '21 - Jun '22	\$	105,750	\$	8,021	7.6%
Total	Ś	1.237.750	Ś	199.828	16.1%

Budget	Spent to date	% Spent
\$ 1,053,580	\$ 129,660	12.3%
\$ 102,950	\$ 7,436	7.2%
\$ 1,156,530	\$ 137,096	11.9%

Trust Funds

	Budget	Spent to date	% Spent
Materials	\$ 85,303	\$ 78,940	92.5%
Programming	\$ 24,000	\$ 6,629	27.6%
Training	\$ 8,000	\$ 2,739	34.2%
Marketing	\$ 20,000	\$ 847	4.2%
Contingency	\$ 2,500	\$ 63	2.5%
Board Development	\$ 4,000	\$ 289	7.2%
Headline	\$ -	\$ -	0.0%
Strehlow 50+	\$ 39,615	\$ 330	0.0%
E.C. Lange - Central Business Commons	\$ -	\$ -	0.0%
E.C. Lange - Community Room 1	\$ -	\$ -	0.0%
Total	\$ 183,418	\$ 89,837	49.0%

	Budget	Spent to date	% Spent
\$	112,640	\$ 96,771	85.9%
\$	34,000	\$ 11,718	34.5%
\$	13,000	\$ 5,383	41.4%
\$	29,000	\$ 8,640	29.8%
\$	4,000	\$ 1,086	27.2%
\$	6,000	\$ 3,509	58.5%
\$	5,000	\$ -	0.0%
\$	40,400	\$ -	0.0%
\$	100,000	\$ 500	0.5%
\$ \$ \$ \$ \$ \$	300,000	\$ 100,000	33.3%
\$	644,040	\$ 227,607	35.3%

Foundation Funds

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

	Budget*	Spent to date	% Spent
\$	315,144	\$ 53,949	17.1%
\$	2,429,721	\$ 813,781	33.5%
\$	2,744,865	\$ 867,730	31.6%

^{*}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 #338121789 dated 3/29/21 and maturing 12/1/21 at a rate of 0.005%...\$350,000.00

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Director's Report August and September Activities

Covid Update

Beginning on Aug 2nd MPL restored some branch hours (42) and reinstated evening service on Mondays and Tuesdays. Central hours remain the same (48) and Drive-Up (54). The circulating collections on the first floor at Central reopened on Aug 16th and circulation stats tripled in the first week compared to the previous week. The Bookseller and Café will reopen in the fall, contingent on filling key vacant positions. In-person programming not planned until 2nd quarter 2022 or later.

American Rescue Plan Funding

Johnson and other MPL staff, Board and Foundation team members met with MPS officials during their community engagement process to propose an enhanced partnership that expands on services provided to MPS students via three foundational youth-serving library programs including LibraryNOW, Summer Reading Program and Teen Connected Learning.

Racial Equity & Inclusion (REI)

Regular meetings of the core planning team continued and communications to all staff launched with a video summary of the project and an FAQ to remind everyone of the importance of this work and to prepare for an upcoming survey of all staff and volunteers serving on the Library, Foundation and Friends Boards.

Digital Equity and Broadband Access

Johnson and Information and Technology team members submitted proposals for three pilots to install outdoor fixed wireless and mobile van hotspot access points with community partners serving youth and families in communities of need. Nationwide, libraries and schools requested over \$5.1B of \$7.2B from the Emergency Connectivity Fund (part of ARPA) in the very first cycle, indicating the tremendous ongoing need for affordable, high speed connectivity.

Building Redevelopment

Project Manager McGovern-Rowan and Director Johnson hosted the Moody Nolan architects and other design team members for the M.L. King Branch project on tours of MPL's newer branches. The architects were able to see how the requirements outlined in the library's universal building program manifest in the built environment and to discuss post-occupancy pros and cons with staff onsite.

MPL Foundation and Friends of the MPL

Johnson attended meetings to update Board members on MPL programs and services, the pandemic response, the city budget process and ARPA funding opportunities.

Community

Johnson continues to meet regularly with peer groups at state and national levels to share and exchange information regarding the pandemic response, ARPA funding opportunities and matters related to digital equity and inclusion. Others included an informational meeting with County Executive David Crowley and strategy meetings with Urban Libraries Council (ULC) President and CEO Susan Benton and her former Board Chair Joan Prince, and an interview with Cindy Aden, Professor of Practice and Distinguished Practitioner in Residence, Information School, University of Washington, for her Public Library Leadership & Management class.

MPL HELPS PEOPLE READ

Coming to America Book Club (July and August). The July book club featured a rousing discussion of *Home Fires* by Kamila Shamsie. Attendees were inspired to explore the timelessness of the material and the ways in which contemporary challenges aren't all that different than those of the ancient world. The August discussion of *With the Fire on High* by Elizabeth Acevedo was one of the best yet. Attendees pronounced it "a perfect summer read," and the discussion ranged from the characters and setting to the food and to Hispanic Culture. Attendance: 16

RomCom Madness. Held during Romance Awareness Month, this program was hosted by Allie Parker, creator and host of the Romance Ever After podcast. Romance authors Stacey Agdern, Farah Heron, Melonie Johnson, Liz Lincoln, and Denise Williams spoke with Allie about the Romantic Comedy genre, writing inspiration, and their favorite tropes to write and read. The audience picked story elements through a Zoom poll and the authors shared their spur of the moment ad-lib style romance stories to much laughter and enjoyment shared through the chat. Attendance: 48

<u>Climate Action Book Club.</u> August's selection was *The Home Place* by Dr. J. Drew Lanham, which is a lyrical memoir of his experiences as an African American ornithologist and nature writer. Attendees discussed the intersection of race, science, family, land conservation, and the interconnectedness of all living beings with their environment. Attendance: 4

<u>Children's & Young Adult Author Series.</u> Virtual programming proved to be a good fit for visits from authors and illustrators of children and young adult books. A team of librarians presented four author visits to build up the reading excitement during our usual series of summer guest educator programs.

- Meet Alex Gino. Alex Gino is the award-winning author of middle-grade novels *Rick, You Don't Know Everything, Jilly P!*, and the Stonewall Award-winning *George*, which now has the preferred title of *Melissa's Story*. Alex spoke about their writing process and the importance of LGBTIAP+ literature for young people. Attendance: 25
- Meet Vashti Harrison. Vashti Harrison is the New York Times bestselling creator of Little Leaders: Bold Women in Black History, Little Dreamers: Visionary Women Around the World, and Little Legends: Exceptional Men in Black History. She is also the illustrator of Lupita Nyong'o's Sulwe and Matthew Cherry's Hair Love, among others. She earned her BA in studio art and media studies from the University of Virginia and her MFA in film/video from CalArts, where she snuck into animation and illustration classes to learn from Disney and DreamWorks legends. Attendance: 36
- <u>Meet Dan Santat and Minh Lê.</u> Award-winning picture book creators Dan Santat and Minh Lê met with young patrons virtually to share a drawing demonstration, talk about the process of creating books, share their inspirations, and answer questions from the audience. Attendance: 55
- <u>Meet Anuradha D. Rajurkar.</u> Young Adult debut author and Milwaukeean Anuradha D. Rajurkar virtually visited with Milwaukee fans. Her novel, *American Betiya*, is a powerful, award-winning story of a young artist's cross-cultural first love, her immigrant family's boundaries, and rising up against stereotyping, racism, and patriarchy in places she least expects. Attendance: 11

MPL HELPS PEOPLE LEARN

<u>Colors of Myanmar.</u> The Refugee and Immigrant Services Committee hosted a program presented by Biak Tha Hlawn to celebrate the people of Myanmar descent and their achievements. The program featured a film screening along with interviews with the filmmaker, traditional singers, a reading from the author of a book of Chin folktales, a fashion show, cooking demonstrations and more. The program was streamed live on Facebook and is included in our YouTube playlists where it continues to gains viewers on both platforms. Attendance: 34

<u>English Conversation Hour (series)</u>. The Refugee and Immigrant Services Committee hosted their weekly sessions for adult English language learners. The group discussed strategies for small talk and used structured practice to activate vocabulary and language skills. Attendance: 45.

<u>Virtual Cooking Class (series)</u>. In July's cooking class was presented by Caitlin Cullen, owner of The Tandem, and hosted by MPL's Cargill Community Kitchen Consultant Rayna Andrews. Caitlin led attendees in making Oven Fried Chicken with Potato Salad and Kale Slaw and shared her thoughts on conscious community building and ethical food consumption. August's cooking class was presented by Alexa Alfaro of Meat on the Street – Milwaukee's first Filipino food truck – and hosted by MPL's Cargill Community Kitchen Consultant Rayna Andrews. Alexa led the audience in making Lumpia Egg Rolls and Sweet Egg Rolls. Attendance: 56

<u>Technology Tuesdays.</u> This program's goal is to increase digital inclusion by identifying current and future trends in all realms of technology and present them to library patrons in a straightforward and easy to understand manner. The first program of the fall series covered Internet Safety. Attendance: 11

<u>Bilingual Story Time in American Sign Language (series)</u>. This program is filled with fun stories, rhymes, and fingerplays to celebrate Deaf/Hard of Hearing culture with story time presented in English and ASL with guest ASL Interpreter Sam Watts. Attendance: 19

<u>Super Reader Squad & Teen Summer Challenge In Libraries.</u> The Super Reader Squad and Teen Summer Challenge programs continue to support MPL's organizational value of creating a city of readers and lifelong learners. Through a variety of summer learning opportunities, youth are encouraged to read for fun, discover what they love to read, and pursue their interests by participating in either Super Reader Squad or Teen Summer Challenge. The programs have included a virtual option since 2017 which helped with the transition to an almost fully virtual program in 2020 and 2021. The Super Reader Squad registered 2,553 children in libraries and 348 teens participated in the Teen Summer Challenge through their library. Participation: 2,902

Summer Outreach to Child Cares. Through a planned series of outreach phone calls, emails, and some Zoom meetings, MPL staff connected with group and family licensed child care centers to share current information about MPL services, resources, virtual programs, and the Super Reader Squad. Child care centers were enrolled in the Super Reader Squad program and built a connection with a community partner during a particularly isolating time. Teachers received support to attend live, virtual early literacy programs and were provided access to recorded read-alouds, book talks, guided educational activities in English and Spanish, lesson plan ideas, and information about continuing education credit opportunities. Giveaway books were delivered so that site staff could send a new book home with each child. In 2021, summer outreach to child care sites reached 84 group and family child care centers. Super Reader Squad Participation: 3,230

Summer Outreach to School Age Groups. Through a virtual model of service, the Super Reader Squad program was taken to school age students in summer programs that include MPS recreation, summer school and Community Learning Centers, Boys and Girls Clubs, Children's Outing Association, choice, charter and parochial schools and other community-based organizations. The program introduces students to interesting books to motivate them to read in summer while encouraging their progress. Deposit collections of library books were delivered to 72 sites to be used throughout the summer and giveaway books were delivered to each site so that site staff could send a new book home with each student. MPL offered training to site staff to support them in implementing the program at their site and site staff received on-demand access to recorded read-alouds, book talks, and guided educational activities in English and Spanish as well as weekly interactive live virtual visits with a library outreach educator. MPL outreach educators hosted a total of 686 virtual visits with a total attendance of 6,888. In 2021, summer outreach to school age sites worked with 107 partners. Super Reader Squad Participation: 6,491

Teen Summer Challenge Public Art Scavenger Hunt. This summer, the Teen Summer Challenge featured a Public Art Scavenger Hunt. The Scavenger Hunt encouraged teens (and patrons of all ages) to explore Milwaukee neighborhoods and enjoy the public art available. Teens accumulated points toward the Teen Summer Challenge for every art object they visited, getting them closer to entry in the grand prize drawing for a Dream Bikes gift certificate. In order to highlight public art in two specific neighborhoods, MPL held all-ages walking tours led by Adam Carr alongside artists CK Ledesma and Celeste Contreras near the Mitchell Street branch and a Villard Square branch neighborhood art tour led by Adam Carr alongside Villard Avenue Business Improvement District Manager Angelique Sharpe. Visits to Public Art Scavenger Hunt Sites: 673; Program Attendance: 19

MPS Summer Academy Virtual Library Field Trips. MPL librarians worked as a team to provide virtual field trip experiences for MPS Summer Academy Students. Typical class visit plans were adapted to last 30 minutes and feature library education along with book talks and read alouds as appropriate by grade level. Activities included introductions to genres, a technology timeline challenge, and an interactive research activity. MPL hosted 47 virtual field trips, reaching nearly every classroom at 10 MPS Summer Academy Schools. Attendance: 563

ATTACHMENT A - P. 13 of 19

<u>Super Reader Squad Guest Educator Series.</u> Each summer, the library invites a series of guest educators from partner organizations and the community at large to present fun, educational, and free programs for Milwaukee youth in our 13 locations. This year with COVID safety practices still in place, the series was presented virtually, Tuesday through Thursday from June 17th through August 12th. MPL staff facilitated the programs covering STEM themes, music and movement, comedy for kids, storytelling, and visits from authors and illustrators. Featured partners included DJ Bizzon, the Figureheads, Fox and Branch, Ko Thi Dance Company, Milwaukee Public Museum, Mind Body and Soul Urban Dancers, Pandanza, and Schlitz Audubon Nature Center, and storyteller Donna Washington. Programs: 24; Attendance: 1,374

MPL HELPS PEOPLE CONNECT

<u>Stories from Bronzeville (August).</u> Librarian Joy Zanders created and presented a Facebook event for Bronzeville Week, Stories from Bronzeville. Number of Views on YouTube: 50

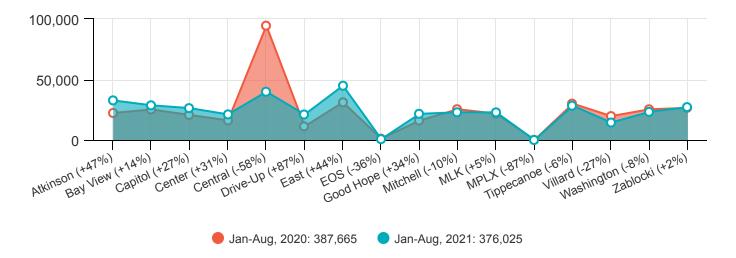
<u>Outdoor Chess Club (series)</u>. This twice a month program allows chess enthusiasts to meet and improve their strategy in the game. Attendees conduct their own games of chess in the Art Lot across the street from the East branch. Attendance: 28

<u>Combatting Online Hatred: A Conversation with author Talia Lavin.</u> This program featured a wide-ranging discussion between author Lavin (*Culture Warlords*) and Ellie Gettinger from the Jewish Museum Milwaukee. Their conversation focused on issues of racism, antisemitism, and the rise of the Alt-Right in the U.S. Attendance: 17

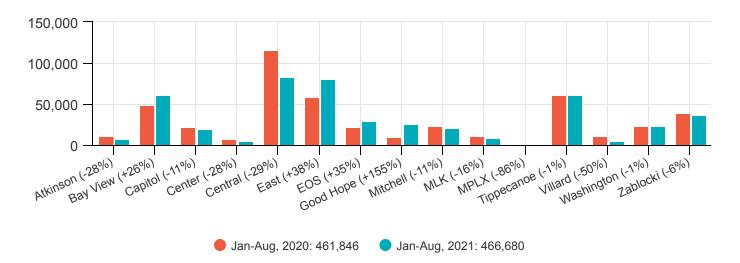
<u>Outdoor Library Outreach (August).</u> Library Services Coordinator Krista Kanderski and Librarian Jenny Wright attended the Big-H Block Club Community Resources Day, offered library card registration, and provided summer reading books to attendees. Attendance: 35

Outdoor National Night Out - Family Fun Night (August). This event encourages the relationship between police and the community. MPL was one of the vendors providing a resource table for Police District 1 and District 6, offering library card registration, enrollment into the summer reading program. A total of 75 curbside crafts and STEAM kits were distributed. Attendance: 241

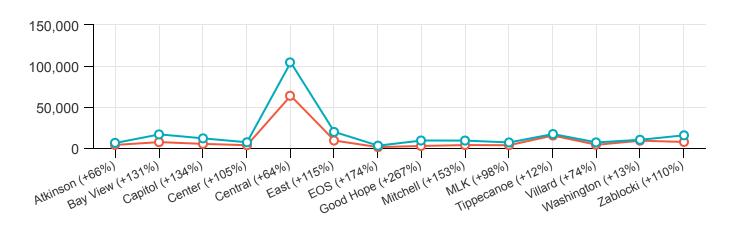
Patron Visits



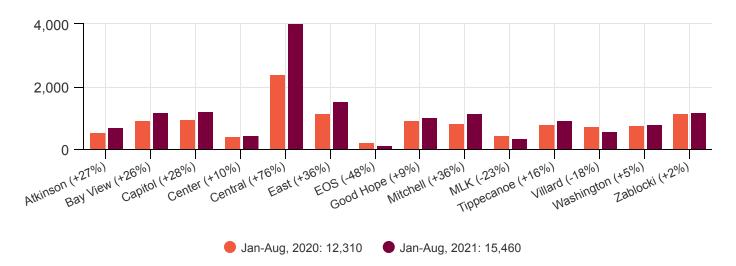
Traditional Circulation



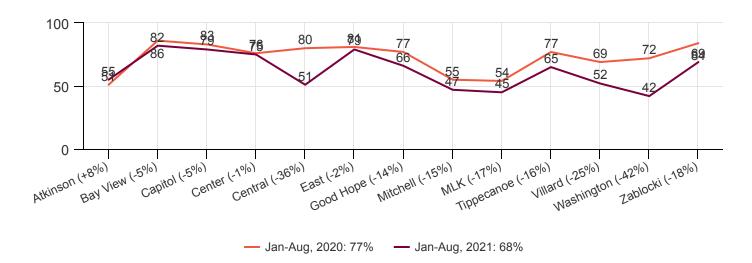
Paging Slips



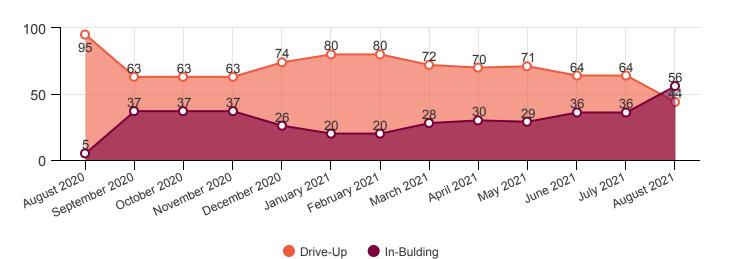
Registrations



Self-Check %

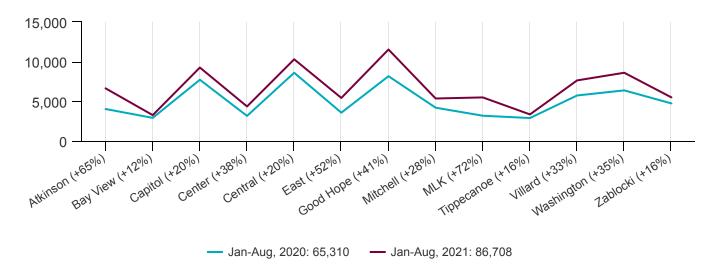


Central Drive-up vs. Central In-building

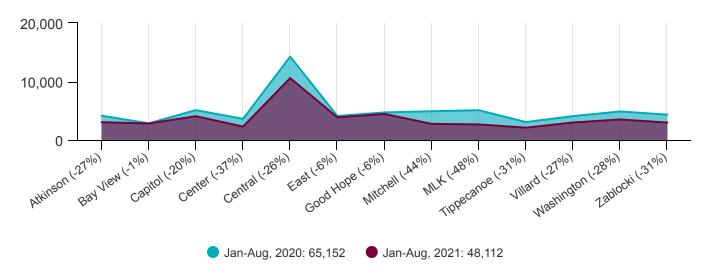


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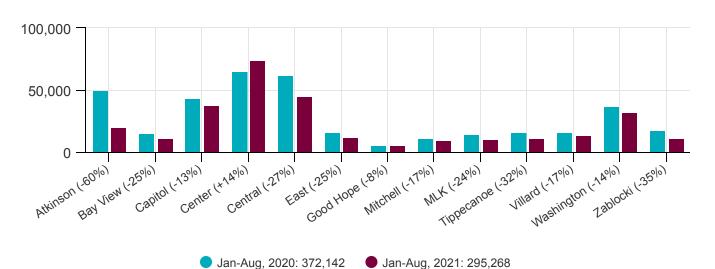
Print, Copy, Fax Jobs



Public Computer Sessions



Wi-Fi Sessions



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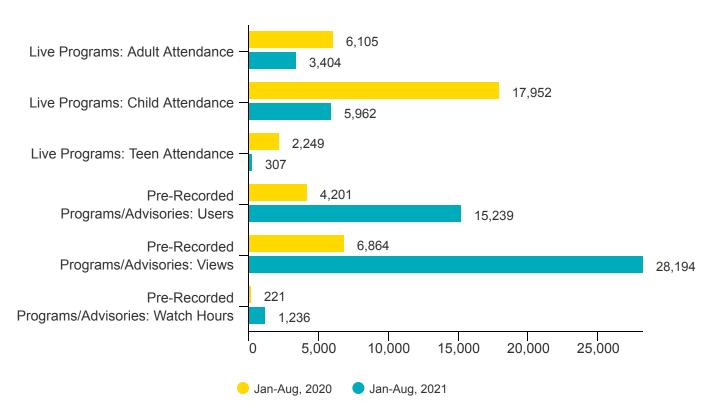
Web Circulation

Platform	Jan-Aug, 2020	Jan-Aug, 2021	Change
CONTENTdm	361,931	455,487	+26%
Freegal	72,442	67,151	-7%
Hoopla	36,075	28,281	-22%
OverDrive	216,197	201,758	-7%
Total	324,714	297,190	-8%

Ready Reference

Platform	Jan-Aug, 2020	Jan-Aug, 2021	Change
Phone: Calls Answered	35,481	44,037	+24%
Virtual: Chat Sessions	3,110	1,718	-45%
Virtual: Email Responses	2,155	1,147	-47%
Mail: Post Responses	5	19	+280%
Total Transactions	40,751	46,921	+15%

Programming





PUBLIC LIBRARY

August 12, 2021

Re: Additional Funds to Overdrive Advantage

Dear Ms. Johnson,

On behalf of the residents of Oak Creek, thank you to the Milwaukee Public Library for their generous allocation of an additional \$300,000 to the MCFLS Overdrive Advantage account. Due to the leadership of you and your staff, the residents of Milwaukee County will have even more access to e-books and digital audiobooks.

We are grateful for the support the Milwaukee Public Library is providing not only City residents, but all county residents by expanding access to the Overdrive collection. Your advocacy, commitment, and generosity to improve electronic access for our communities is appreciated.

Sincerely,

Sharon Armstrong

President, Oak Creek Public Library Board of Trustees

Slavon armstrong











AMERICANI RESCUE PLAN

PUBLIC ENGAGEMENT MEETING

The City of Milwaukee will receive \$394 million

from the federal government to help our community recover from COVID-19. We want every resident to feel welcome to learn how the City will decide how to spend the money and share their thoughts.

Can't make it? Please fill out survey link below:

engagemke.com/arp/survey_english
Available in Spanish and Hmong

Want more information? Click link below:

city.milwaukee.gov/ARPA

JOIN US ON FB LIVE
THURSDAY, SEPTEMBER 23, 2021 | 6:00 PM
FACEBOOK.COM/CITYOFMKE