



# MILWAUKEE

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## 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, Vice-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 September 26, 2017**

**4:30 p.m.**

**Central Library  
Meeting Room**

**814 West Wisconsin Avenue  
Milwaukee, WI 53233**

<b>REVISED *</b> <b>09.26.17</b>
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### **AGENDA**

#### **PUBLIC COMMENT**

#### **RESOURCES / RECOMMENDATIONS / RESEARCH**

1. **Library Archives in Poland.** A member of the Humanities and Archives team will discuss the partnership with a museum in Poland for their exhibit celebrating the Jones Island Kaszube settlement in Milwaukee.

#### **CONSENT AGENDA**

Attachment A, page 3

2. **Regular Board Meeting Minutes July 25, 2017.**
3. **Committee Reports.**  
Library Services & Programs Committee Meeting Minutes July 31, 2017
4. **Administrative Reports.**
  - a. Personnel Actions
  - b. Financial Report
  - c. Library Director's Reports
  - d. Communication from Council on Library and Network Development Chair

**ATTACHMENT A-P. 1 of 27  
MPL CONSENT AGENDA  
2.Regular Minutes 09/26/17**

## REPORTS

5. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Nik Kovac, Resource Library Representative, will report on the August 21, 2017 and September 18, 2017 MCFLS Board meetings.

\*6. **Building and Development Committee.** Chair Michele Bria will provide a report from the September 7, 2017 meeting regarding the Mitchell Street branch, the Forest Home property and Mill Road/Good Hope project. The Board may approve a term sheet authorizing a development agreement with the developer of the Mill Road / Good Hope Project.

Attachment B, page 41

“The Library Board of Trustees may vote to convene in Executive Session, pursuant to Wisconsin Statutes sec. 19.85(1)(e), for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” for the purpose of negotiations related to the development and purchase of a condo within the Good Hope development project.

The Board may reconvene in open session at the conclusion of its closed session and may provide a report.

## OLD BUSINESS

7. **Summer Reading Club.** Youth and Community Outreach Services Manager Kelly Wochinske will highlight major achievements of this year’s club.

Attachment C, page 45

8. **2018 Library Budget.** The Board will discuss Mayor Barrett’s proposed budget for the library.

## NEW BUSINESS

9. **Public Library System Redesign (PLSR).** Director Kiely will update the Board on the latest progress of the PLSR Committee studying library system redesign.

Attachment D, page 46

## STRATEGIC DISCUSSION

10. **Library Board Retreat.** The Trustees will meet consultant Frank Martinelli, who will share activities and plans for the 2018 Board retreat.

**UPCOMING EVENTS:** *September 28, 2017 – Donor Sneak Preview – Mitchell Street Branch*  
*October 7, 2017 – Grand Opening – Mitchell Street Branch*  
*October 19, 2017 – Ben Franklin Award Celebration – Central Library*

**REMINDER:** *Next scheduled meetings are:*

*October 4, 2017 – Finance & Personnel Committee – Central Library 4:30 p.m.*

*October 5, 2017 – Building and Development Committee – Central Library 8:00 a.m.*

*October 24, 2017 – Regular Meeting – Mitchell Street Branch 4:30 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](http://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 disabled. Make requests to the Library Director’s Office at (414)286-3021, 286-2794 (FAX) or 1000 N. Milwaukee Ave., Milwaukee, WI 53233 Attn: Accommodation Request.*

**ATTACHMENT A-P. 2 of 27**  
**MPL CONSENT AGENDA**  
**2.Regular Minutes 09/26/17**

**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Tuesday September 26, 2017  
Central Library  
Community Meeting 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, Dir. Mark Sain, Paula Kiely

**EXCUSED:** Joan Prince, Jennifer Smith

**STAFF:** Barbara Henry, Joan Johnson, Dawn Lauber, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger, Crystal Sura, Kirsten Thompson, Kelly Wochinske

**OTHERS**

**PRESENT:** Eric Pearson, Budget and Policy Division  
Terrell Walter & Danielle Bergner, Maures Development / Royal Capital Group  
Mary Schanning & Rachel Kennedy, City Attorney's Office  
Frank Martinelli, Center for Public Skills Training

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President Gurda called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:35 p.m. on September 26, 2017 with a quorum present. Trustee Layden was excused at 5:30 p.m. Agenda items were taken out of order; however, these minutes are presented in numerical sequence.

**PUBLIC COMMENT** None.

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**RESOURCES / RECOMMENDATIONS / RESEARCH**

1. **Library Archives in Poland.** Humanities and Archives Coordinator Kirsten Thompson said that one of the special collections housed at Central Library is the Local History and Manuscript collection. Dr. Anne Gurnack was using the collection to research the Jones Island Kaszube fisherman settlement in Milwaukee. Her research led to a library partnership with a museum in Poland. Library staff digitized over 150 images from the Kaszube settlement and sent them to the museum in Poland to be used in an exhibit this fall. Informational item.

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**CONSENT AGENDA**

2. **Regular Board Meeting Minutes July 25, 2017.**
3. **Committee Reports.**  
Library Services & Programs Committee Meeting Minutes July 31, 2017
4. **Administrative Reports.**
  - a. Personnel Actions
  - b. Financial Report
  - c. Library Director's Reports
  - d. Communication from Council on Library and Network Development Chair

President Gurda asked the Board if any items should be removed from the Consent Agenda presented as attachment A, pages 3-40 of the agenda. President Gurda entertained a motion to approve. Trustee Bria moved and Trustee Anton seconded a motion to approve the Consent Agenda. Motion passed.

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## REPORTS

5. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Nik Kovac, Resource Library Representative, was excused from the September 18, 2017 MCFLS Board meeting. Director Kiely did attend the meeting and reported that the meeting was routine and there was nothing remarkable to report. Informational item.

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6. **Building and Development Committee.** Committee Chair Michele Bria provided the report from the September 7, 2017 meeting regarding the Mitchell Street, the Forest Home property, and the Mill Road/Good Hope project. The meeting agenda and minutes were listed as attachment B, page 41-44 of the agenda. Chair Bria briefly summarized the committee's discussion.

The Mitchell Street grand opening will be October 7, 2017.

Vice-President Bria moved the committee's recommendation to direct library administration to communicate with the Department of City Development that the Forest Home branch building will be available on November 1, 2017 and request the net proceeds for the sale of the building be credited to the Library Fund. Trustee Cook seconded the motion. Motion passed.

Acting as a committee of the whole, the Trustees received the document titled Term Sheet Library Project 7717 West Good Hope Road prior to the meeting, attached at the end of these minutes. Library Construction Project Manager Sam McGovern-Rowen summarized the Term Sheet that outlined the parties involved, the project, financing, details of the library unit, details of the developer's unit, other details of the project and timing. The Term Sheet will guide the execution of all additional project related documents to implement the project. After a brief discussion, Trustee Anton moved and Trustee Bria seconded a motion to approve the Term Sheet for the library project at 7717 West Good Hope Road. Motion passed.

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## OLD BUSINESS

7. **Summer Reading Club.** Youth and Community Outreach Services Manager Kelly Wochinske referred to the memo regarding Summer Reading Program Results dated September 11, 2017, attachment C, page 45 of the agenda. Ms. Wochinske announced that the MPL team met their goal of enrolling 25,000 participants in the Summer Reading program. A total of 25,074 children and teens signed up, a slight decrease of 2% from last year. Promotional efforts included direct mailings to child-care centers, sign-up materials distributed to all schools, and an increase of outreach sites. Registration and the ability to log reading activities were available online. Plans are already in progress for the 2018 program and the staff will be reviewing the online process to ensure that it is intuitive for all ages to use.

Director Kiely added that the library is partnering with Milwaukee Institute of Art and Design to build a tiny library. The portable library may be used during the summer at the outreach sites, such as the parks. Informational item.

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8. **2018 Library Budget**. Director Kiely noted that Mayor Barrett presented his 2018 proposed budget on September 26, 2017. Assistant Director Jennifer Meyer-Stearns distributed and summarized the MPL Year 2018 Proposed Budget Overview, attached at the end of these minutes. The decrease in state-shared revenue and the increase in the pension contribution have led to a challenging 2018 budget for City departments. The proposed operating budget for the library includes a 2.2% decrease, or \$519,744 less than 2017. MPL will hold 11.6 FTE positions vacant. Mill Road branch will use a limited service model during the construction of the new library on Good Hope Road. Capital funding for the branch building initiative is maintained. A joint public hearing is scheduled for October 9. The Common Council Finance and Personnel Committee hearings will take place October 6 through October 17. The library's budget hearing is October 16. Budget amendment day is November 3. The final Common Council approval will be on November 10. Director Kiely has reached out to Common Council members to brief them on the library's budget. Informational item.

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#### **NEW BUSINESS**

9. **Public Library System Redesign (PLSR)**. Director Kiely referred to the PLSR Report for the Wisconsin Council on Library and Network Development (COLAND) dated September 8, 2017, attachment D, page 46 of the agenda. The latest activities of the Steering Committee were reviewed. Several regional meetings have taken place to offer an update on the project. Library and system directors, staff, trustees and community members have been invited to attend. Accountability and funding for recommended changes were concerns expressed by several attendees. The Steering Team is collecting the feedback from these meetings and will respond to it. Final recommendations from the workgroups are expected in February 2018. A report will be sent to the State Superintendent in the fall of 2018. Informational item.

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#### **STRATEGIC DISCUSSION**

10. **Library Board Retreat**. At the May 23, 2017 Regular Board meeting, there was consensus among the Trustees that a day-long Board retreat would be beneficial for strengthening relationships, discussing Board governance, succession planning, and issues that will impact Milwaukee's library system. The library's administrative team will also be invited to participate. President Gurda introduced Mr. Frank Martinelli, a consultant on board governance, who will provide planning tools and resources for the Trustees. He distributed a document titled MPL Board of Trustee Presentation, attached at the end of these minutes along with the PowerPoint presentation. The Board will consider succession planning as an ongoing part of MPL's future organizational development and long-term sustainability. Future scenarios reflecting multiple perspectives on how the future might unfold for the library system will also be considered. A planning team will be recruited to get the retreat process moving forward with a determined focus. More information on the retreat will be forthcoming. Informational item.

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With no further business, the Milwaukee Public Library Board of Trustees meeting of September 26, 2017 was adjourned at 6:00 p.m.

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