



**CITY OF
MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING**

**Ald. Ashanti Hamilton, President
John Gurda, Vice-President
Sup. Theo Lipscomb, Financial Secretary
Paula Kiely, Secretary
Denise Callaway, Ald. Milele Coggs, Sharon Cook, Ald. Nik Kovac,
Sam McGovern-Rowen, Joan Prince, David Riemer, Dir. Mark Sain
Secretary's Assistant: Crystal Sura (414) 286-3021**

**Tuesday June 26, 2012
4:30 p.m.
Central Library
814 W. Wisconsin Ave.
Milwaukee, WI 53233**

AGENDA

PUBLIC COMMENT

APPROVAL OF MINUTES May 22, 2012 Regular Meeting.

Attachment A, page 3

COMMITTEE REPORTS

1. **Library Building & Development Committee**. After hearing architectural firm presentations for the design and build-out of the East Library on May 23, 2012, a recommendation to award a contract will be made.

The Board may vote to convene in Executive Session, pursuant to Wisconsin Statutes 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 awarding the contract for the design and build-out of the East Library.

The Board may reconvene in open session at the conclusion of its closed session.

Attachment B, page 10

2. **Library Building & Development Committee**. The Committee will report on the June 26, 2012 meeting regarding Washington Park Library renovation for automated check-in and sorting.

OLD BUSINESS

3. **Milwaukee County Federated Library System (MCFLS)**. The Board will be updated on MCFLS business and the Resource Library Agreement.

NEW BUSINESS

4. **Urban Library's Council (ULC) Report**. Trustee Joan Prince will report on ULC activities and her election as president.
5. **2013 Budget**. Library administration will provide information on the 2013 library budget.

ADMINISTRATIVE REPORTS

6. **Personnel Actions**. Library administration reports the personnel activity for the month.
Attachment C, page 12
7. **Financial Report**. The financial report for May is presented.
Library administration reports the financial activity:
U. S. Bancorp Commercial Paper #338090730 (rated A1/P1) dated 05/04/12 and maturing 06/04/12 at a rate of 0.10%.....\$545,000.
Attachment D, page 15
8. **Library Director's Reports**.
Attachment E, page 17

REMINDER: *Next scheduled meetings are:*
July 24, 2012 – Central Library – 4:30 p.m.
September 25, 2012 – Bay View Library – 4:30 p.m.

ADJOURNMENT

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 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), 286-3062 (TDD), or Central Library, 814 W. Wisconsin Ave., Milwaukee, WI 53233 Attn: Accommodation Request.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday May 22, 2012
Central Library
814 W. Wisconsin Ave.
Milwaukee, WI 53233**

PRESENT: Ald. Milele Coggs, John Gurda, Ald. Ashanti Hamilton, Ald. Nik Kovac, Sup. Theo Lipscomb, Sam McGovern-Rowen, Dir. Mark Sain, Marty Schreiber, Paula Kiely

EXCUSED: Denise Callaway, Sharon Cook, Joan Prince, David Riemer

STAFF: Chris Arkenberg, Meg Diaz, Bruce Gay, Consuelo Hernandez, Kelly Hughbanks, Joan Johnson, Kathryn Mlsna, Taj Schoening, Crystal Sura, Brooke VandeBerg

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT:

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:45 p.m. on May 22, 2012 with a quorum present.

PUBLIC COMMENT Director Kiely introduced Brooke VandeBerg as the newly hired Communications & Marketing Director.

APPROVAL OF MINUTES Trustee Lipscomb clarified his comment on page six of the minutes under item five, Express Library Model Site Visit. He stated the intent of his comments was that to solve the issue of accessibility, the purchase of a vending machine could essentially extend the hours of the current library locations which already provide the geographic coverage throughout the City. Trustee Lipscomb moved and Trustee Kovac seconded a motion to approve the April 24, 2012 minutes with the clarification noted. Motion passed. Trustee Riemer should have been listed as present.

ELECTION

1. **Election of MPL Board Officers.** In the absence of Nominating Committee Chair Trustee Prince, Trustee Sain reported on the May 15, 2012 meeting. Nominations for Board officers were approved for recommendation, listed on attachment B, page 20-21 of the agenda. Trustee Kovac moved and Trustee Sain seconded a motion that all current seated officers – President Ashanti Hamilton, Vice-President John Gurda and Financial Secretary Theo Lipscomb – be re-elected to a second two-year term until May 2014. The Library Director continues to serve as ex-officio secretary. Motion passed.

SPECIAL COMMUNICATION

2. **In Recognition of Service as a Milwaukee Public Library Board Trustee.** President Hamilton asked Trustee Schreiber to step forward as he read the resolution expressing the Board's appreciation of his faithful service with the Milwaukee Public Library. The Board presented a framed pastel titled "Lonely Pine" by Wisconsin artist Scott Hefti to the

2. **In Recognition of Service as a Milwaukee Public Library Board Trustee.** (continued)
Library in honor of Trustee Schreiber's seventeen years of service to the library board.
A copy of the resolution is attached at the end of these minutes. Informational item.
-

COMMITTEE REPORTS

3. **Building and Development Committee.** Trustee Gurda reported on the Committee meeting of May 22, 2012. Bids had been requested for architectural services for the Central Library Third Floor Renovation Project which will update the librarian selectors' area. Capital budget funding of \$600,000 has been approved for the renovation. Six bids were received and ranked. Trustee Gurda moved and Trustee Lipscomb seconded a motion to approve the Committee's recommendation to award the design contract to Hammel, Green, Abrahamson, Inc. for \$49,770. Motion passed. The meeting agenda and minutes are attached. Motion passed.
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OLD BUSINESS

4. **Milwaukee County Federated Library System (MCFLS).** Director Kiely said she contacted the Department of Public Instruction to get an update on the scheduling of a meeting to discuss the MCFLS Resource Agreement and has not yet received a response. Informational item.
-

5. **Spending from the Milwaukee Public Library Trust Fund.** Director Kiely referred to the draft policy regarding the Trust Fund Order of Expenditure, attachment C, page 22 of the agenda. The policy for consideration was written in response to Trustee Riemer's motion at the April 24, 2012 meeting to develop a policy that would direct library administration to use the funds in the following order: restricted; unrestricted; committed, assigned, unassigned, for purposes for which both restricted and unrestricted funds are available. Trustee Lipscomb moved approval to accept the policy. Trustee Sain seconded. Motion passed.
-

NEW BUSINESS

6. **Summer Reading Programming.** Youth and Community Outreach Coordinator Kelly Hughbanks reported that sign-up for the Super Reader Program began on May 14. Over 1,400 children registered during the first week which is a 46% increase over last year's first week. The library is focusing on awarding certificates when the children meet their reading goals. Super Reader yard signs and window clings displaying the Super Reader logo will be distributed throughout the city. Various community organizations provide incentives to create interest in the club. Exciting programs and activities throughout the library system will encourage reading during the summer months. Community leaders and organizations are posting online links to the library program on their web pages. Generous donors provide funding support through the MPL Foundation. The library's goal is to register 21,000 children. Informational item.
-

ADMINISTRATIVE REPORTS

7. **Personnel Actions.** The Personnel Actions report was reviewed. Director Kiely highlighted the retirements of three long time staffers, Neal Kaluzny with 39 years, Jim Kotras with 34 years, and Nancy Anderson with 22 years of service. Informational item.

8. **Financial Report.** The financial report for April 2012 was presented. Library administration reports the financial activity:
U. S. Bancorp Commercial Paper #338090344(rated A1/P1) dated 04/06/12 and maturing 05/04/12 at a rate of 0.09%.....\$550,000.

9. **Library Director's Reports.** Director Kiely summarized the Director's Report, highlighting the Common Council's approval of the East Library development agreement with HSI Properties on May 22.
Also highlighted was a Big Brothers & Big Sisters group visit, led by Network Manger Corey Megal. The children and their big brothers and sisters toured the library, including behind the scenes on April 28.
The statistical reports were reviewed.
Director Kiely invited the Board to attend the Public Policy Forum Salute to Local Government awards breakfast on June 19. The Villard Square Project will be receiving an award for private-public partnership. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of May 22, 2012 was adjourned at 5:40 p.m.

WHEREAS,

Martin Schreiber

*Retired from his position as a member of the Board of Trustees
of the Milwaukee Public Library on May 22, 2012; and*

WHEREAS, Martin Schreiber has served faithfully as a citizen member appointed to the Board by the Mayor of Milwaukee since 1994, distinguishing him as one of the longest serving trustees for the Milwaukee Public Library; and

WHEREAS, he served as President of the Board of Trustees from 1997 to 2000 and as Financial Secretary from 2001 to 2011, and held a position on each of the board's special committees including Building and Development, Personnel, Services and Programs, and most recently Budget and Finance; and

WHEREAS, he served as President of the Milwaukee County Federated Library System Board from 2005 through 2007; and

WHEREAS, Martin Schreiber guided the long range planning process to create the MPL Plan for Library Services for 2000 to 2003 formulating three major goals for the Milwaukee Public Library: to connect to every home, to be a driving force for community development and an integral neighborhood hub, and to be a national leader in library services; and

WHEREAS, he developed the Board of Trustees Statement of Principals which was approved by the Board of Trustees in 2006 and stated that "the citizens of the Milwaukee community have an inalienable right to public libraries as their windows to the larger world of knowledge, culture and civilization"; and

WHEREAS, Martin Schreiber guided two library directors skillfully through the shoals of City and County politics, helping each to understand that budget and staffing cutbacks were not personal, and used his well-timed humor to break the tension in discussions and negotiations; and

WHEREAS, he served the board and the library during the renovation of the Central Library, the construction of Washington Park Library, and numerous renovations of branch libraries; and

WHEREAS, Martin Schreiber saw the library through a period of major transition in areas of administration, capital improvements, service innovations and technological advancements; and

WHEREAS, the contributions of Martin Schreiber will have a lasting and positive impact on the Milwaukee Public Library and its service to the citizens of Milwaukee;

NOW THEREFORE, BE IT HEREBY RESOLVED that members of the Board of Trustees of the Milwaukee Public Library express their deepest appreciation to Martin Schreiber for his service to the Library and the people of Milwaukee; and

FURTHERMORE, BE IT RESOLVED that a copy of this resolution, suitably inscribed, be presented to Martin Schreiber and that a copy hereof be spread upon the minutes of this regular meeting of the Board of Trustees held on May 22, 2012.

*Done in regular meeting assembled at Milwaukee, Wisconsin
this 22nd day of May, 2012.*



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

May 9, 2012

To: Library Building & Development Committee of the
Milwaukee Public Library Board of Trustees:
Chairperson John Gurda, Ald. Milele Coggs, Sharon Cook, Sup. Theo Lipscomb
Dir. Mark Sain *All trustees are welcome to attend*

Fm: Paula A. Kiely, Library Director

Re: Library Building & Development Committee Meeting
May 22, 2012, Tuesday, 4:15-4:30 p.m.
Central Library Meeting Room 1
814 W. Wisconsin Ave.

MEETING NOTICE AND AGENDA

1. **Contract Approval – Central Library Third Floor Planning**. Library administration will request Board approval for an architectural services contract for the Central Library third floor renovation project.

Attachment A, page 2

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

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MEMORANDUM

Date: May 15, 2012

To: Library Building & Development Committee of the
Milwaukee Public Library Board of Trustees

From: Taj Schoening, Library Business Operations Manager

Re: Proposals Received for Central Library 3rd Floor Renovation Project

The Milwaukee Public Library issued a Request for Proposal for architectural services for the Central Library – Third Floor Renovation Project. The RFP was sent to six firms. All six companies submitted proposals which were reviewed and ranked according to the criteria listed in the RFP. All firms are located in Milwaukee, Wisconsin.

	<u>Ranking Points</u>
Continuum Architects	30.45
Quorum Architects	29.27
Hammel, Green Abrahamson, Inc.	30.74
Uihlein-Wilson Architects	20.23
Engberg Anderson	27.90
PACE Architects	20.99

Library administration recommends awarding the contract to the highest ranked company, Hammel, Green, Abrahamson, Inc. for \$49,770.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES
Tuesday May 22, 2012
Central Library
814 W. Wisconsin Ave.**

PRESENT: John Gurda, Sup. Theo Lipscomb, Dir. Mark Sain, Paula Kiely

OTHERS

PRESENT: Taj Schoening, Crystal Sura, Amy Hefter

Committee Chair John Gurda called the MPL Board of Trustees Building & Development Committee meeting to order at 4:15 p.m. on Tuesday May 22, 2012 with a quorum present.

1. **Contract Approval – Central Library Third Floor Planning.** Library Business Operations Manager Taj Schoening referred to the memo titled Proposals Received for Central Library 3rd Floor Renovation Project, attachment A, page 2 of the agenda. MPL issued a Request for Proposal for architectural services to renovate an area of the third floor of the Central Library. The work space is used by the librarian selectors. The room will be updated with new ceiling, flooring, lighting and office furniture. A panel of four reviewed and ranked the six proposals received. Library administration recommends awarding the contract for the Central Library third floor renovation project to the highest ranked company, Hammel, Green, Abrahamson, Inc. for \$49,770. Trustee Lipscomb moved and Trustee Sain seconded a motion to accept the recommendation and move it forward to the full Board at their May 22, 2012 meeting. Motion passed.

With no further business, the meeting of the Board's Building & Development Committee was adjourned at 4:25 p.m. on Tuesday May 22, 2012.



MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

May 7, 2012

To: Library Building & Development Committee of the
Milwaukee Public Library Board of Trustees:
Chairperson John Gurda, Sharon Cook, Ald. Milele Coggs,
Sup. Theo Lipscomb, Dir. Mark Sain *all trustees are welcome to attend*
Joan Johnson, Dawn Lauber, Taj Schoening

Fm: Paula A. Kiely, Library Director

Re: Library Building & Development Committee Meeting
Wednesday May 23, 2012 • 8:00 a.m.-12:00 p.m.
East Library 1910 E. North Avenue

MEETING NOTICE AND AGENDA

NEW BUSINESS

1. Interviews of Architectural Firms for the East Library Build-Out Project. Interviews of the following four architectural firms for the purpose of awarding the contract for the design and build-out of the East Library.

The interviews are scheduled as follows:

8:15-8:45 a.m.	Uihlein-Wilson Architects, Inc.
9:00-9:30 a.m.	Engberg Anderson Design partnership, Inc.
9:45-10:15 a.m.	Zimmerman Architectural Studios, Inc.
10:30-11:00 a.m.	Hammel, Green & Abrahamson, Inc.

The Committee may vote to convene in Executive Session, pursuant to Wisconsin Statutes 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 awarding the contract for the design and build-out of the East Library.

The Committee may reconvene in open session at the conclusion of its closed session to announce their recommendation which will be forwarded to the Milwaukee Public Library Board of Trustees for affirmation.

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**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES
Wednesday May 23, 2012
East Library
1910 E. North Ave.
Milwaukee, WI 53202**

PRESENT: John Gurda, Ald. Milele Coggs, Sharon Cook, Sup. Theo Lipscomb,
Dir. Mark Sain, Paula Kiely

OTHERS MPL: Rachel Collins, Joan Johnson, Taj Schoening, Crystal Sura,

PRESENT: Brooke VandeBerg
Mayor's Office: Leslie Silletti
Uihlein/Wilson Architects, Inc.: Del Wilson
Engberg Anderson Inc.: Bill Robison
Zimmerman Architectural Studios, Inc.: Doug Barnes
Hammel, Green & Abrahamson, Inc.: Jane Dederig

Chair John Gurda called the meeting of the Building & Development Committee to order at 8:09 a.m. on Wednesday May 23, 2012 with a quorum present. Trustee Coggs was excused at 11:30 A.M.

1. **Interviews of Architectural Firms for the East Library.** Interviews of the following four architectural firms for the purpose of awarding the architectural contract for the design and construction of the East Library took place as scheduled: Uihlein Wilson Architects represented by Del Wilson; Engberg Anderson represented by Bill Robison; Zimmerman Architectural Studios, Inc. represented by Doug Barnes, and Hammel, Green and Abrahamson, Inc. represented by Jane Dederig.
Following the interviews, Chair Gurda announced the intention of going into executive session 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 executive session pursuant to Wisconsin Statutes 19.85(1)(e), and so moved, seconded by Trustee Sain. Roll called and unanimously passed at 11:20 a.m. Library staff and Trustee Nik Kovac (district Alderman) were welcomed to participate in the discussion. After deliberations, the Committee convened to open session at 12:04 p.m. on a motion by Trustee Cook, seconded by Trustee Lipscomb. Trustee Cook moved to recommend the architectural contract for the design and construction of the East Library be awarded to Hammel Green & Abrahamson, Inc. Trustee Sain seconded the motion. Motion passed. Chair Gurda stated that this recommendation will be forwarded to the full Board of Trustees for approval at the regular meeting on June 26, 2012.

The meeting of the Milwaukee Public Library Board of Trustees Building & Development Committee was adjourned at 12:00 p.m. on Wednesday May 23, 2012.

MILWAUKEE PUBLIC LIBRARY SYSTEM

PERSONNEL ACTIONS

COVERING PERIOD: April 29, 2012 through June 9, 2012

The Secretary reports the following personnel actions:

REGULAR APPOINTMENT

Terry Tischer - Library Youth Educator - YCOS	05/15/12
Kaylin Hardwick - Library Circulation Aide - Atkinson	05/21/12
Abigail Ott - Library Circulation Aide - Bay View	05/21/12
KrisAnne Madaus - Library Circulation Aide - East	05/29/12
Heidi Sivilotti - Library Circulation Aide - Bay View	05/30/12
Kelsey Lavinio - Library Circulation Aide - Circulation	05/30/12
Anne Tondrowski - Library Circulation Aide - Circulation	05/30/12
Maryah Mack - Library Circulation Aide - Atkinson	06/04/12
DoniElle Lewis - Library Circulation Aide - King	06/04/12

EMERGENCY APPOINTMENT

Jean Straub - Librarian III - Extension Services	05/07/12
Joy Kilimann - Librarian III - Extension Services	05/14/12
Karen Radtke - Librarian III - Extension Services	05/14/12
Acklen Banks - Librarian III - Extension Services	06/04/12

EXPIRATION OF EMERGENCY APPOINTMENT

Barbara Bythell - Librarian III - Extension Services	05/02/12
Joy Kilimann - Librarian III - Extension Services	05/15/12
Jean Straub - Librarian III - Extension Services	05/22/12

PROMOTION

Robin Behringer - Library Circulation Aide to Library Circulation Assistant I - Zablocki	04/29/12
Dominique Danley - Library Circulation Aide to Library Circulation Assistant I - King	04/29/12
Abigail Pavlik - Library Circulation Aide to Library Circulation Assistant I - Circulation	04/29/12
India Willis - Library Circulation Aide to Library Circulation Assistant I - Villard Square	05/13/12

PROMOTION / TRANSFER

Irene Crivello - Library Circulation Aide - Bay View TO: Library Circulation Assistant I - Circulation	04/29/12
Allison Schwartz - Library Circulation Aide - East TO: Library Circulation Assistant I - King	04/29/12
Carl Chopp - Library Circulation Assistant I - Villard Square TO: Neighborhood Library Services Assistant - Mill Road	04/29/12
Ikesha Walker - Library Technician II - Technical Services TO: Neighborhood Library Services Assistant - King	04/29/12

Jamal Tisdale - Library Circulation Assistant I - Circulation 04/29/12
TO: Custodial Worker II - CL - Facilities & Fleet

Kaitlyn Schofield - Library Circulation Aide - Bay View 05/13/12
TO: Library Circulation Assistant I - Circulation

Derek Marinello - Library Circulation Aide - ILS 05/13/12
TO: Library Circulation Assistant I - Circulation

Lashauna Miller - Library Circulation Assistant I - King 05/27/12
TO: Neighborhood Library Services Assistant - Atkinson

PROMOTION / TRANSFER FROM ANOTHER CITY DEPARTMENT

Brooke VandeBerg - Senior Staff Assistant to the Mayor - Mayor's Office 05/21/12
TO: Marketing and Public Relations Officer - Communications & Marketing

TRANSFER

Keith Harris - Custodial Worker II - CL - Facilities & Fleet to Villard Square 05/13/12

Andar Jones - Custodial Worker II- CL - Villard Square to Bay View 05/13/12

Nicholas Newgord - Library Circulation Aide - Circulation to ILS 05/13/12

Aaron Tatum Massey - Library Circulation Assistant I - East to Center 05/13/12

Kimberly Tomlinson - Librarian II - YCOS to WTBBL 05/27/12

Meredith Wittmann - Librarian III - WTBBL to YCOS 05/27/12

REINSTATEMENT

Sarah Bowen - Library Circulation Aide - Atkinson 05/01/12

Crystal Ayad - Library Circulation Aide - Circulation 05/21/12

Mackenzie Taychert - Library Circulation Aide - Zablocki 05/29/12

LEAVE OF ABSENCE 24.0 or more hours.

Raphael Jones - Custodial Worker II - Central / Facilities & Fleet - 53.6 hrs 04/30/12

Cathelyn Skarban - Library Circulation Assistant I - Bay View - 40.0 hrs 04/30/12

Wittmann, Meredith - Librarian III - WTBBL - 64.0 hrs 04/30/12

Ashley Emmons - Library Reference Assistant - Center Street - 32.0 hrs 05/01/12

Wittmann, Meredith - Librarian III - WTBBL - 56.0 hrs 05/14/12

Charmari Canady - Library Circulation Assistant I - WTBBL - 29.0 hrs 05/15/12

Raphael Jones - Custodial Worker II - Central / Facilities & Fleet - 29.8 hrs 05/15/12

Brandy Willis - Library Circulation Assistant I - Circulation - 37.2 hrs 05/15/12

Raphael Jones - Custodial Worker II - Central / Facilities & Fleet - 39.7 hrs 05/30/12

Ashley Emmons - Library Reference Assistant - Center Street - 33.9 hrs 06/01/12

Charmari Canady - Library Circulation Assistant I - WTBBL - 40.0 hrs 06/01/12

Stacy Keppler - Library Circulation Assistant I - Zablocki - 28.0 hrs 06/05/12

SUSPENSION

Matthew Baiocchi - Library Reference Assistant - East - 1 day	05/01/12
Matthew Baiocchi - Library Reference Assistant - East- 1 day	05/03/12
Matthew Baiocchi - Library Reference Assistant - East - 1 day	05/09/12
Matthew Baiocchi - Library Reference Assistant - East - 2 days	05/15/12
Stacy Keppler - Library Circulation Assistant I - Zablocki - 1 day	05/16/12

RETURN FROM SUSPENSION

Matthew Baiocchi - Library Reference Assistant - East	05/02/12
Matthew Baiocchi - Library Reference Assistant - East	05/04/12
Matthew Baiocchi - Library Reference Assistant - East	05/10/12
Matthew Baiocchi - Library Reference Assistant - East	05/17/12
Stacy Keppler - Library Circulation Assistant I - Zablocki	05/17/12

RESIGNATION

Monique Lofton - Library Circulation Aide - Circulation	05/02/12
Jeanne Kollmeyer - Library Youth Educator - YCOS	05/24/12
Daysi Perez Soto - Library Circulation Aide - Zablocki	05/30/12

RETIREMENT

Kathi Gardner - Library Circulation Assistant I - Capitol Service Credit: 39 years 10 months 5 days	05/31/12
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MILWAUKEE PUBLIC LIBRARY
FINANCIAL REPORT
May 31, 2012

2012

2011

REVENUES

	Budget	Received to date	% Received
Additional City Appropriation	\$21,546,746	\$8,333,384	38.7%
Fines	\$340,000	\$167,280	49.2%
Lost Materials, etc.	\$140,200	\$47,865	34.1%
MCFLS Contracts	\$791,300	\$205,270	25.9%
Total City Appropriation	\$22,818,246	\$8,753,799	38.4%

	Budget	Received to date	% Received
	\$20,980,573	\$8,200,908	39.1%
	\$441,000	\$139,194	31.6%
	\$143,700	\$53,826	37.5%
	\$800,100	\$209,068	26.1%
	\$22,365,373	\$8,602,996	38.5%

EXPENSES

City

	Budget	Spent to date	% Spent
Salaries	\$12,229,607	\$4,947,551	40.5%
Fringe Benefits	\$6,102,306	\$2,423,260	39.7%

	Budget	Spent to date	% Spent
	\$12,094,690	\$4,900,707	40.5%
	\$6,168,292	\$2,529,597	41.0%

Operating Expenses

<i>General Office Expense</i>	\$174,084	\$27,131	15.6%
<i>Tools & Machinery Parts</i>	\$26,100	\$8,959	34.3%
<i>Construction Supplies</i>	\$51,400	\$9,647	18.8%
<i>Energy</i>	\$763,811	\$197,881	25.9%
<i>Other Operating Supplies</i>	\$298,381	\$127,482	42.7%
<i>Vehicle Rental</i>	\$8,300	\$2,100	25.3%
<i>Non-Vehicle Equipment Rental</i>	\$33,800	\$7,133	21.1%
<i>Professional Services</i>	\$172,500	\$25,315	14.7%
<i>Information Technology Services</i>	\$245,510	\$75,654	30.8%
<i>Property Services</i>	\$821,136	\$222,849	27.1%
<i>Infrastructure Services</i>	\$26,000	\$14,804	56.9%
<i>Vehicle Repair Services</i>	\$500	\$108	21.6%
<i>Other Operating Services</i>	\$137,000	\$71,372	52.1%
<i>Reimburse Other Departments</i>	\$76,900	(\$2,164)	-2.8%
Total	\$2,835,422	\$788,271	27.8%

	\$198,245	\$17,221	8.7%
	\$26,000	\$11,576	44.5%
	\$44,000	\$12,722	28.9%
	\$701,040	\$207,825	29.6%
	\$336,240	\$84,438	25.1%
	\$5,000	\$1,723	34.5%
	\$32,000	\$12,097	37.8%
	\$35,500	\$4,570	12.9%
	\$199,600	\$7,521	3.8%
	\$697,037	\$180,772	25.9%
	\$25,000	\$21,978	87.9%
	\$500	\$0	0.0%
	\$131,175	\$36,585	27.9%
	\$79,500	(\$2,487)	-3.1%
	\$2,510,837	\$596,541	23.8%

Equipment

<i>Library Materials</i>	\$1,493,700	\$548,478	36.7%
<i>Computers, etc.</i>	\$105,260	\$20,359	19.3%
<i>Other</i>	\$51,951	\$25,880	49.8%
Total	\$1,650,911	\$594,717	36.0%
Total City Expenses	\$22,818,246	\$8,753,799	38.4%

	\$1,435,000	\$558,718	38.9%
	\$107,000	\$10,317	9.6%
	\$49,554	\$7,116	14.4%
	\$1,591,554	\$576,151	36.2%
	\$22,365,373	\$8,602,996	38.5%

MILWAUKEE PUBLIC LIBRARY
 FINANCIAL REPORT
 May 31, 2012

2012

2011

ADDITIONAL FUNDING SOURCES

	Budget	Spent to date	% Spent
Other Dept. Appr.			
<i>Villard Square Lease</i>	\$13,182	\$0	0.0%

	Budget	Spent to date	% Spent
	\$0	\$0	0.0%

Contract Grants

<i>WTBBL</i>	\$968,700	\$675,576	69.7%
<i>ILS</i>	\$86,715	\$73,396	84.6%
Total	\$1,055,415	\$748,972	71.0%

	\$968,700	\$779,718	80.5%
	\$94,100	\$85,651	91.0%
	\$1,062,800	\$865,369	81.4%

Trust Fund

<i>Materials</i>	\$53,770	\$1,440	2.7%
<i>Programming</i>	\$20,500	\$13,321	65.0%
<i>Training</i>	\$7,000	\$2,923	41.8%
<i>Marketing</i>	\$10,000	\$6,875	68.8%
<i>Contingency</i>	\$1,470	\$565	38.4%
Total	\$92,740	\$25,124	27.1%

	\$68,500	\$40,358	58.9%
	\$20,500	\$5,600	27.3%
	\$8,000	\$3,625	45.3%
	\$19,000	\$3,844	20.2%
	\$2,000	\$249	12.5%
	\$118,000	\$53,676	45.5%

Foundation Funds

	Balance	Spent to date	% Spent
<i>Materials</i>	\$286,606	\$86,225	30.1%
<i>Programming</i>	\$91,146	\$75,324	82.6%
Total	\$377,752	\$161,549	42.8%

	Balance	Spent to date	% Spent
	\$432,454	\$64,358	14.9%
	\$94,616	\$90,079	95.2%
	\$527,070	\$154,437	29.3%

Director's Report
May and June 2012

The East Library Redevelopment project continued to progress with approval of the development agreement by the Common Council on May 22 and all required signatures affixed to the agreement by June 11. Assistant City Attorney Mary Schanning continues to be in contact with HSI Properties about upcoming deadlines pertaining to the agreement and their application to HUD.

Annual meetings with staff are nearly completed, with a meeting held with the Wisconsin Talking Books and Braille Library staff. Staff were welcomed at the first 3rd Thursday convocation of the year with wellness-related presentations by Mike Brady (Department of Employee Relations – Benefits) and Chris Schlagenhauf, a registered dietician with Froedert Health. The changes in healthcare coverage continue to generate questions from the staff. Library employees showed their community support by participating in the UPAF Ride for the Arts and by helping at the polls on Election Day on June 5.

Director meetings were held with 12th District Alderman Jose Perez (Forest Home), Milwaukee Arts Board member Tim Murphy and gallery owner Debra Brehmer, President Peter Hirthe (Wisconsin Marine Historical Society) and Lee Ann Garrison (UWM Art Department Chair), and Sharon Robinson (Department of Administration) and two representatives from the Fatherhood Initiative. Events attended included the 2012 maiden voyage of the Denis Sullivan (the schooner remained in her slip due to heavy weather) and the Silver Spring Neighborhood Center's 2nd annual Alumni Awards Breakfast.

Events

Learn to Understand Your Best Friend. A program presented by Kim Rinzel from the Wisconsin Humane Society was presented on Saturday, May 18. She demonstrated the clicker dog training technique with her Shepherd mix Tango. The presentation was wonderful and informative for the five in attendance. Librarian Anna Donovan planned the event.

Charles Dickens. The Friends of the Library sponsored a final event in celebration of the 200th anniversary of the birth of English author Charles Dickens. Actor Stephen Parr recreated a reading by Charles Dickens of his story *Doctor Marigold's Prescriptions*, which was published in 1865. In the guise of Dickens, Mr. Parr transported the audience of nearly 60 to Victorian England to experience an afternoon with the writer. Tea and cookies were served. An exhibit of Dickens materials from the Rarities Collection continues through June 30 in the Richard E. and Lucile Krug Rare Books Room.

House History. In a highly successful presentation of the popular House History Program, twenty-one attendees learned how to use library resources such as fire insurance atlases, City of Milwaukee tax rolls, architectural indexes, census records and city directories, to research the history of a house. After gathering for opening comments in the Richard E. and Lucile Krug Rare Books Room, the participants broke into groups to visit the departments in which the resources are available. The program was presented by library staff and architectural historian Traci Schnell from Historic Milwaukee, Inc.

Transit of Venus. A joint venture with the Milwaukee Public Museum's Soref Planetarium attracted an estimated 1,000 people to the Central Library on June 5 to view the Transit of Venus. With the help of many Museum volunteers along with Museum and library staff, approximately 600 people were able to see Venus move across the Sun through telescopes placed on the deck of MPL's green roof. The event lasted from 5:00 until sunset. Additional guests saw the Transit through telescopes placed on the boulevard on Wisconsin Avenue and from the corner of 9th and Wells. Special glasses were also available for viewing the event without a telescope. Judy Pinger (Coordinator, Business and Technology) coordinated the event for the Library with Bob Bonadurer from the Museum. Special thanks go to the librarians, maintenance, Communications & Marketing and security departments for facilitating the very successful event.

Grohmann Museum Exhibit. On Friday May 11, the Wisconsin Marine Historical Society (WMHS) and MPL celebrated the opening of an exhibition at the Grohmann Museum at the Milwaukee School of Engineering with 178 visitors. Thirty-four paintings and artifacts from the Society's and Milwaukee Public Library's Great Lakes Marine Collection provide the foundation for the exhibit. The lantern and ship's wheel from the famous excursion boat *Christopher Columbus* are among the notable artifacts, along with the painting of the Edmund Fitzgerald. In exchange, the Grohmann Museum loaned eight of its own paintings to fill the empty spaces in the Frank P Zeidler Humanities Room. WMHS President Peter Hirthe will present a talk in conjunction with Gallery night on July 20 at the Grohmann and the exhibit runs through August 6. The WMHS has partnered with MPL to develop a selective art and artifacts collection since its inception in 1959. The Grohmann Museum is home to the world's most comprehensive art collection dedicated to "Men at Work."

Awards

Mayor's Design Award. Villard Square partners accepted the Mayor's Design Award for Public-Private Partnerships at an event held at UWM's School of Architecture and Urban Planning. The ceremony was co-hosted by Dean Bob Greenstreet and Department of City Development Commissioner Rocky Marcoux on May 23.

Salute to Local Government Award. The Villard Square Library and Grandfamily Apartments was recognized with the Public Policy Forum's Salute to Local Government's Award for Private-Public Cooperation. The Library, Gorman and Company, and the Northwest Side Community Development Corporation accepted the award. Commissioner Marcoux, Assistant Executive Director of the Redevelopment Authority of the City of Milwaukee Dave Misky, and Assistant City Attorney Kevin Sullivan were also on hand for the recognition.

MILWAUKEE PUBLIC LIBRARY
Monthly Statistical Report
May 2012
PATRON COUNT

Circulation Unit	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	42,238	42,115	0.3%	235,803	230,958	2.1%
Atkinson	7,680	6,975	10.1%	39,602	36,917	7.3%
Bay View	14,141	11,095	27.5%	66,516	56,329	18.1%
Capitol	8,782	8,304	5.8%	51,208	46,568	10.0%
Center Street	12,362	11,076	11.6%	64,131	56,554	13.4%
East	14,113	12,159	16.1%	71,252	58,110	22.6%
Forest Home	13,548	11,656	16.2%	65,983	59,114	11.6%
Martin Luther King	9,040	8,112	11.4%	45,871	36,319	26.3%
Mill Road	8,714	7,205	20.9%	44,315	39,714	11.6%
Tippecanoe	10,811	9,976	8.4%	53,944	51,387	5.0%
Villard Square	12,371	7,176	72.4%	61,521	35,033	75.6%
Washington Park	17,727	12,430	42.6%	79,385	57,259	38.6%
Zablocki	14,533	12,590	15.4%	81,541	67,613	20.6%
YCOS - Outreach	416	343	21.3%	1,871	1,827	2.4%
Drive-Up Traffic Count	2,226	3,012	-26.1%	15,214	11,513	32.1%
TOTAL	188,702	164,224	14.91%	978,157	845,215	15.73%

28.6% increase in public service hours February 28, 2011-December 31, 2011 = Bay View, East, Washington Park, Zablocki

2012 increase in public service hours per week vs 2011:

4 hrs increase per week vs 2011 = Central, Atkinson, Bay View, Capitol, East, Forest Home, Villard Square, Washington Park, Zablocki

5 hrs increase per week vs 2011 = Martin Luther King, Mill Road, Tippecanoe

Factors affecting statistics this month:

Increases:

Election polling sites May 8

Summer Reading Program registration

Decreases:

Capitol - Capitol Drive road construction

MILWAUKEE PUBLIC LIBRARY
Monthly Statistical Report
May 2012
CIRCULATION

Circulation Unit	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	49,238	48,353	1.8%	276,826	273,961	1.0%
Atkinson	6,421	6,832	-6.0%	33,712	33,813	-0.3%
Bay View	23,751	22,441	5.8%	126,394	113,955	10.9%
Capitol	13,874	14,512	-4.4%	79,931	73,482	8.8%
Center Street	6,015	5,580	7.8%	29,443	28,490	3.3%
East	22,146	21,848	1.4%	115,138	104,787	9.9%
Forest Home	13,275	12,891	3.0%	69,001	63,956	7.9%
Martin Luther King	7,443	6,642	12.1%	35,802	32,458	10.3%
Mill Road	10,586	10,129	4.5%	53,797	52,937	1.6%
Tippecanoe	17,794	13,632	30.5%	82,325	71,186	15.6%
Villard Square	13,120	7,163	83.2%	67,589	34,397	96.5%
Washington Park	12,207	10,526	16.0%	58,280	48,604	19.9%
Zablocki	22,052	21,304	3.5%	119,631	108,806	9.9%
YCOS - Outreach	5,245	4,044	29.7%	25,862	21,920	18.0%
TOTAL	223,167	205,897	8.4%	1,173,731	1,062,752	10.4%

28.6% increase in public service hours February 28, 2011-December 31, 2011 = Bay View, East, Washington Park, Zablocki

2012 increase in public service hours per week vs 2011:

4 hrs increase per week vs 2011 = Central, Atkinson, Bay View, Capitol, East, Forest Home, Villard Square, Washington Park, Zablocki

5 hrs increase per week vs 2011 = Martin Luther King, Mill Road, Tippecanoe

Factors affecting statistics this month:

Increases:

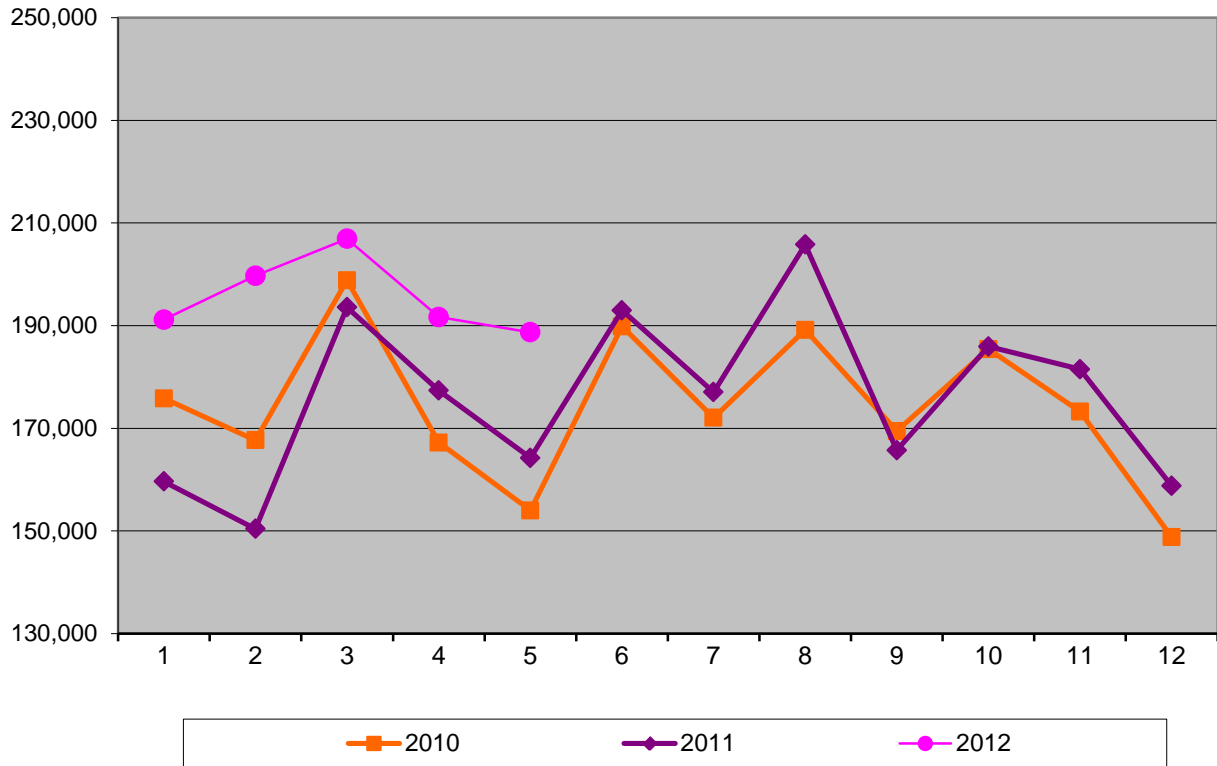
Election polling sites May 8

Summer Reading Program registration

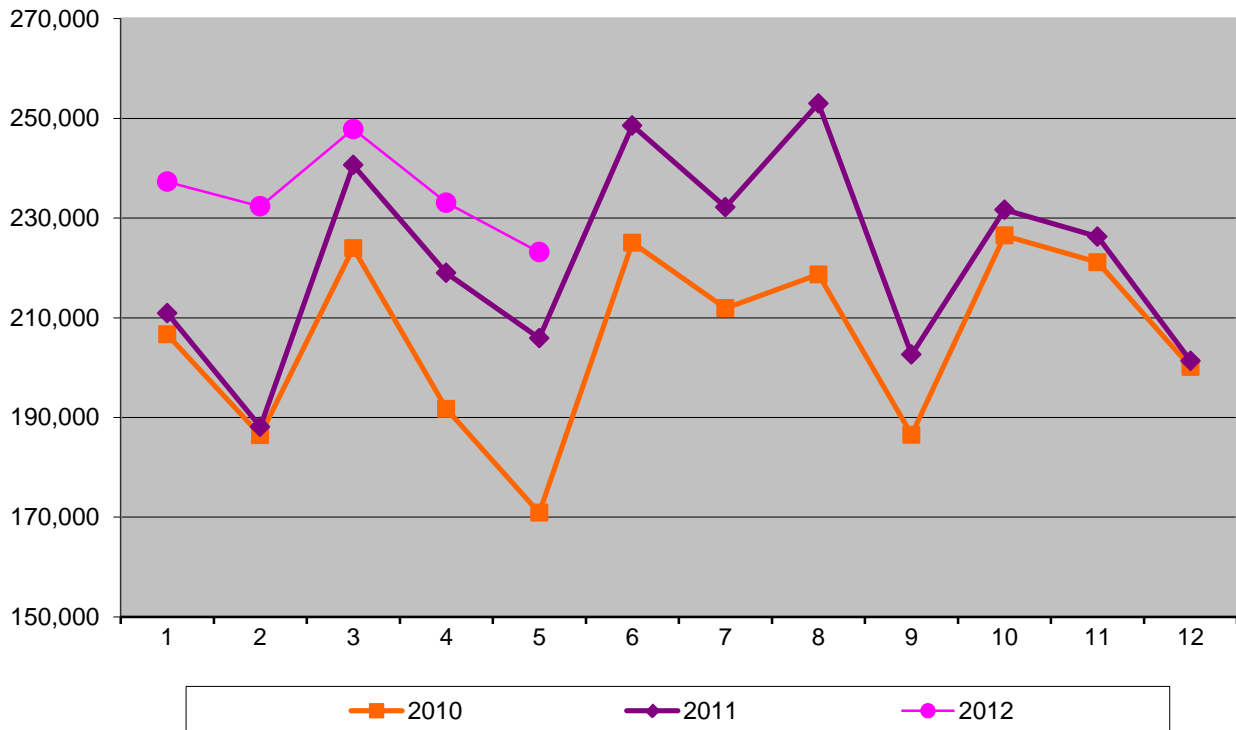
Decreases:

Capitol - Capitol Drive road construction

**Milwaukee Public Library
Monthly Patron Totals
2010 Through April 2012**



**Milwaukee Public Library
Monthly Circulation Totals
2010 through April 2012**



**Milwaukee Public Library
Computer, Internet, and Electronic Statistics
May, 2012**

Unique Visitors to the MPL Website						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	82,471	70,639	16.7%	438,852	389,582	12.6%

Database Hits						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	4,298	4,347	-1.1%	26,571	27,724	-4.2%
	36% In-library 64% Remote	37.6% In-library 62.4% Remote		32.2% In-library 67.8% Remote	34.2% In-library 65.8% Remote	

OverDrive Digital Download Circulation, by format						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
eBooks	1,790	388	361.3%	7,841	1,837	326.8%
Audiobooks	1,052	736	42.9%	5,134	3,893	31.9%
Music & Videos	27	24	12.5%	147	126	16.7%

Downloads of Digital Music through Fregal						
		May, 2012			Year to Date	
		2,673			7,587	

Milwaukee Patron Holds Placed Through CountyCat						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	38,539	36,875	4.5%	199,351	189,915	5.0%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	10,552	7,826	34.8%	54,254	42,526	27.6%
Atkinson	607	162	274.7%	3,227	1,789	80.4%
Bay View	2,691	2,423	11.1%	13,733	12,547	9.5%
Capitol	2,194	1,872	17.2%	11,642	10,395	12.0%
Center Street	853	695	22.7%	4,622	4,272	8.2%
East	2,444	2,071	18.0%	12,769	11,542	10.6%
Forest Home	775	821	-5.6%	4,074	3,998	1.9%
Martin Luther King	591	687	-14.0%	3,708	3,877	-4.4%
Mill Road	1,093	984	11.1%	5,659	5,492	3.0%
Tippecanoe	1,206	1,292	-6.7%	7,048	5,811	21.3%
Villard Square	730	733	-0.4%	4,070	3,570	14.0%
Washington Park	924	841	9.9%	5,248	4,424	18.6%
Zablocki	1,866	1,248	49.5%	9,862	7,008	40.7%
YCOS--Outreach	316	107	195.3%	1,643	645	154.7%
TOTAL	26,842	21,762	23.3%	141,559	117,896	20.1%