



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 AGENDA

Tuesday, June 25, 2024

4:00 p.m.

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

WELCOME & ROLL CALL

4:00 – 4:05

PUBLIC COMMENT

4:05 – 4:15

CONSENT AGENDA

4:15 – 4:20

Attachment A, page 3

1. **Regular Board Meeting Minutes, May 28, 2024.**
2. **Committee Reports**
 - a. Innovation & Strategy Committee – June 4, 2024
 - b. Executive Committee – June 12, 2024
3. **Administrative Reports.**
 - a. Financial Report
 - b. Library Director's Report
 - c. Statistics

REPORTS

4:20 – 4:50

4. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Trustee Kathleen Vincent will report on the June 20, 2024 meeting.
5. **MPL Foundation Report.** MPL Foundation Executive Director Ryan Daniels will present an update on fundraising and events.
6. **Building & Development Committee Meeting.** Committee Chair Michael Morgan will present an action item from the June 6, 2024 meeting.

Attachment B, page 38

NEW BUSINESS

4:50 – 5:05

7. **MCFLS Contracts Renegotiation.** MCFLS Executive Director Steve Heser will review the upcoming contract parameters and timelines.

OLD BUSINESS

5:05 – 5:15

8. **Bookseller Renovation Presentation.** Keith Barnes, Architect and founder of KCB Buildings, will share renderings of the proposed Bookseller renovations.

CLOSING REMARKS

5:15 – 5:20

9. **Closing Remarks and Adjournment.**

REMINDER: Next scheduled meetings are:

July 10, 2024 Library Services & Programs Committee – Virtual Meeting, 4:00 p.m.

July 11, 2024 Building & Development Committee – Virtual Meeting, 8:00 a.m.

July 17, 2024 Finance & Personnel Committee – Virtual Meeting, 8:30 a.m.

July 23, 2024 Board Meeting – Central Library, 4:00 p.m.

Trustees

Mark Sain, *President*, Michele Bria, *Vice-President*, Teresa Mercado, *Financial Secretary*, Ald. Milele Coggs, Matthew Kowalski, Michael Morgan, Felicia Saffold, Erika Siemsen, Ald. Scott Spiker, Ald. Larresa Taylor, Sup. Kathleen Vincent, Venice Williams, 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, May 28, 2024

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

PRESENT: Mark Sain, Michele Bria, Teresa Mercado, Ald. Milele Coggs, Michael Morgan, Ald. Scott Spiker, Ald. Larresa Taylor, Sup. Kathleen Vincent, Venice Williams, Joan Johnson

EXCUSED: Matthew Kowalski, Felicia Saffold, Erika Siemsen

STAFF: Chantel Clark, Melissa Howard, Yves LaPierre, Sarah Leszczynski, Tammy Mays, Jennifer Meyer-Stearns, Karli Pederson, Marian Royal, Rebecca Schweisberger, Kelly Wochinske

President Mark Sain called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:32 p.m. on May 28, 2024. Trustees Coggs and Mercado participated by phone. The agenda items were taken out of order; however, these minutes are presented in numerical sequence.

CONSENT AGENDA

1. **Regular Board Meeting Minutes April 23, 2024**
2. **Committee Reports**
 - a. Finance & Personnel Committee Meeting Minutes – April 23, 2024
 - b. Building & Development Committee Meeting Minutes – May 2, 2024
3. **Administrative Reports**
 - a. Financial Report
 - b. Library Director’s Reports
 - c. Statistics

Chair Sain asked the Board if any items should be removed from the Consent Agenda presented as attachment A, pages 3-36 of the agenda. Hearing no objection, the Consent Agenda was approved.

REPORTS

4. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Trustee Vincent reported on the May 16, 2024 meeting. The MCFLS Board approved a 3-year contract for UserWay Widget. It is an accessibility tool that overlays existing systems and will be used on all interfaces for the new online catalog. The new CountyCat platform will go live on June 20th. A demonstration of the beta version was presented at the MPL Library Services & Programs Committee meeting on May 1st. The MCFLS Board moved into closed session to discuss system contracts. Informational item.

5. **Library Services & Programs Committee Meeting.** Trustee Vincent presented action items from the May 1, 2024 meeting.
- **New MPL Policy Approval Request.** Library Information Services Manager Dan Keeley presented a new MPL policy related to the Children’s Information Protection Act (CIPA) and internet safety. MPL administration requested authorization to create a separate, specific policy to officially codify MPL’s internet safety policy, particularly as it relates to CIPA, in order to comply with federal E-rate participant requirements. MPL will bring the new policy to the Board for approval. Informational item.
 - **New MPL Policy Approval Request.** Associate Director of Strategic Initiatives and Public Services Chantel Clark presented the revised meeting room use policy. The policy codifies the following:
 - o Consolidates several existing policies and procedures into one document
 - o Establishes a priority of use
 - o Establishes fees for room use
 - o Reduce restrictions for the business community to use the meeting spaces
 - o Clarifies prohibited uses

The new policy will be implemented in alignment with the new reservation management software. The new software is expected to roll out in September and information will be shared with patrons in advance. MPL Administration recommends these changes based on thorough research and feedback from the Board. Trustee Vincent moved to approve the new policy as written and Trustee Bria seconded. Motion passed.

NEW BUSINESS

6. **Officer Election.** Trustee Morgan reviewed the slate presented by the Nominating Committee: Mark Sain for President, Michele Bria for Vice-President, and Teresa Mercado for Financial Secretary; the Past President seat is vacant. No other nominations were presented. Trustee Spiker moved to approve the slate and Trustee Vincent seconded. Motion passed.
7. **Annual Bylaws Review.** President Sain referred to the MPL Board Bylaws, listed as Attachment D of the agenda. No changes were recommended. Informational item.
8. **Proposed Revisions to MPL Board Operating Guidelines.** Library Director Joan Johnson reviewed proposed changes to the MPL Board Operating Guidelines. The changes are related to the procedures and protocol MPL must abide when certain personnel actions are taken. For most other City departments, these actions are handled by the Civil Service Commission (CSC). The MPL Board has authority over library personnel actions. The proposed revisions will align MPL procedures more closely with those of the CSC and incorporate more inclusive language. The appeal process form was updated to instruct appellants to submit directly to the Library Director rather than the Department of Employee Relations (DER). The Board directed MPL to send the revisions to the City Attorneys Office for review and resubmit it for a vote at the July 23, 2024 meeting. Informational item.
9. **Contract Awards – Wisconsin Talking Book and Braille Library and Interlibrary Loan Service.** Business Finance Manager Sarah Leszczynski presented the Wisconsin Talking Book and Braille Library (WTBBL) and Interlibrary Loan Service (ILS) contracts, listed as Attachment F of the agenda, for approval. The contracts are State-funded grants and MPL is the exclusive contractor for these services. MPL enters into these agreements each year and they run July-June, in conjunction with

the State budget cycle. For the 2024-2025 cycle, both grants received a 3% increase. The WTBBL total is just over \$1M and the ILS total is \$197,100. The Board was briefed on the services WTBBL and ILS provide. Trustee Vincent moved to approve the WTBBL and ILS contracts and Trustee Taylor seconded. Motion passed.

10. **Contract Award – Martin Luther King Branch Redevelopment.** Library Construction Projects Manager Yves LaPierre referred to the memo listed as Attachment G of the agenda. MPL issued a Request for Proposal (RFP) for the redevelopment of the Martin Luther King branch. Two complete and responsive bids were received at the public bid opening. Trustee Coggs moved to award the contract to Scherrer Construction, for a total cost of \$4,909,788.00; Trustee Bria seconded. Motion passed.
11. **Summer Reading Program.** Library Public Services Area Manager (Education & Outreach) Kelly Wochinske presented an update on MPL’s Summer Reading Program (SRP). The goal of SRP is to support kids, teens, and families and keep them reading all summer. Studies suggest that lower income students can be 2-3 years behind more affluent peers when entering school. For babies and toddlers, High 5 Bingo promotes 5 practices of early literacy that parents and caregivers can do with children each day, with a goal to log 2 hours of reading. Children 6-12 years old can use the bi-lingual badge book to track reading each day, reach at least 15 hours of reading, and make book recommendations to their peers. Teens can participate using the DIY journal to track reading. They can use stickers to design their journal and are encouraged to read 3 books, provide 3 book reviews, and submit a reflection piece. Summer reading begins June 1st and a grand prize drawing will be held at each location at the end of summer. MPL will continue outreach over the summer, with visits planned to 84 childcares and 184 school-age sites. The sites opt-in to a variety of resources from MPL, including deposit book collections, access to an online resource portal with recorded programs and lesson plans, DIY boxes with materials to implement the Super Reader Squad programs, and professional development. Select sites will receive more in-person support, with AmeriCorps staff leading literacy and STEM activities at 11 locations. MPL is working with Milwaukee Rec and will deliver DIY boxes to all 17 playground locations and will have staff at 3 playgrounds once per week. MPL and the Housing Authority will be holding 3 events at Westlawn. MPL Outreach staff will also be present at various events, including: National Night Out, Chill on the Hill, COA Skylight Concert Series, the Fondy Market, and Washington Park Wednesdays Concert Series. Additionally, MPL will be tabling at Pride Fest, Juneteenth Day, and Mexican Fiesta. Throughout these events, MPL gives out more than 20,000 books each summer. A Summer Reading Program kick-off party will be held on June 8th and all Trustees are invited to attend. Ms. Wochinske offered thanks and appreciation to the MPL Foundation for their ongoing funding and support of the SRP. Informational item.
12. **Closing Remarks.** President Sain thanked Vice-President Bria for taking on Board leadership duties during his leave of absence.

With no further business, the Milwaukee Public Library Board of Trustees meeting of May 28, 2024 was adjourned at 6:05 p.m.

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
INNOVATION & STRATEGY COMMITTEE
MINUTES
Tuesday, June 4, 2024**

Video Conference Call via GoToMeeting

PRESENT: Matt Kowalski, Erika Siemsen, Venice Williams, Joan Johnson

EXCUSED: Ald. Scott Spiker, Ald. Larresa Taylor

OTHERS: MPL: Chantel Clark, Melissa Howard, Dan Keeley, Jennifer Meyer-Stearns, Karli Pederson, Rebecca Schweisberger
Budget & Management Division: Nathaniel Haack

Committee Chair Matt Kowalski called the MPL Board of Trustees Innovation and Strategy Committee meeting to order at 9:24 a.m. on June 4, 2024 without a quorum present; quorum was reached at 9:31. All Trustees and presenters participated by video conference. The agenda items were taken out of order; however, these minutes are presented in numerical sequence.

1. **Committee Meeting Minutes Review.** The Committee reviewed and approved the minutes from the April 2, 2024 meeting, listed as Attachment A of the agenda. Trustee Siemsen moved to approve the minutes; Trustee Williams seconded. Motion passed.
2. **Broadband Access Update.** Library Director Joan Johnson presented an update on the broadband access work. MPL is working with pro bono counsel Anita Gallucci to prepare a Request for Proposal (RFP) for the project. Attorney Gallucci's experience preparing similar RFPs for other municipalities has been invaluable to MPL. The draft RFP will be sent to the City Attorneys Office for review by the end of summer. The project goal is to partner with a vendor who will install the necessary equipment on library buildings to provide affordable, high-quality internet access for eligible households within a 1 – 2-mile radius. Eligibility will be prioritized by poverty status and lack of coverage, based on maps created by government agencies. The project will begin as a pilot at Center Street and Mitchell Street branches. Informational item.
3. **Community Engagement Campaign Follow-up.** Chantel Clark, Associate Library Director of Strategic Initiatives and Public Services, shared an update on the Public Services (PS) unit response to the community engagement report. The presentation shared with the Committee is attached at the end of these minutes. The PS unit is embracing a growth mindset and developing strategies that support MPL's goals while also meeting patron needs and interests. The unit is the patron-facing staff at MPL, including: Central Library, branch libraries, education and outreach services, youth services, and adult programming. The community engagement report has been shared with all staff and public service teams have been working to identify ways to incorporate patron feedback into programs and services. Workplans are being created for all public service branches and units. MPL is planning four signature programs over the next 6-8 months, one per cluster and one at Central Library. A signature program is an annual, all-ages program that activates a large part of the building and will be identified with a branch or cluster. Supportive funding is provided by the MPL Foundation. An advisory team has been created to help support and oversee the events. Informational item.
4. **Placer AI Demo Report.** Community Relations and Engagement Director Melissa Howard is the liaison with the Placer AI vendor and arranged a demonstration for MPL stakeholders. Placer AI software uses

available cell phone data to track consumer movement and behavior around a given location point. The data is compared with national trends and patterns are extrapolated. Various filters and reports can be created to compare location data or other metrics. MPL was introduced to Placer AI via the Urban Library Council (ULC), who has used the platform to track the economic impact to the community following library events. The product's capabilities and methodologies require further review. MPL will share the sample report created by Placer AI for the demo. Informational item.

5. **Next Meeting.** At the October 1, 2024 meeting, MPL staff will share updates about broadband access, marketing strategies, and the United Way literature drop.

The meeting of the Milwaukee Public Library Board's Innovation & Strategy Committee was adjourned at 10:09 a.m. on June 4, 2024.

Milwaukee Public Library

Public Services Community Engagement Results in Action 2024



Inspiration Starts Here – Read • Learn • Connect

Public Service Priorities

1. Activation of library buildings by increasing awareness of patron-driven services and programs and implementing user-focused service-delivery models.
 - a) Workplans for all public service branches and units.
 - b) Signature/Destination Programs
 - c) Review of service points
2. Strengthening staffing models.
3. Security and safety.
4. Balance administrative oversight with empowerment of units and branches.
5. Utilizing an REI lens in programs, services, policies, and procedures.
6. Formalize partnership vetting and tracking process to expand our reach to underserved areas.

Branch and Department Workplans

Public Service leadership staff have been working with Managers in every branch and Central department to develop annual workplans. The purpose of these plans are to create a living document to guide unit and branch priorities and to develop goals and targets to meet stated goals.



Work Plan Highlights: Unit Goals

Central Library

- Develop and implement strategies to increase patron visits to the Central Library and increase number of library cardholders.
- Create programs and services that engage and support entrepreneurs and potential small business owners, especially those from underserved communities.
- Continue effort to digitize materials determined to be of research or historical value and create online finding aids to facilitate access to MPL resources.

Branch Libraries

- Increase investment in staff development and cross-training to service and build skills in de-escalation, conflict resolution, and customer service.
- Continue partnership with OCWS to develop a referral system and a restorative justice alternative to banning for youth.
- Increase workforce development, financial literacy, and health literacy programs and services.

Work Plan Highlights: Unit Goals

Education and Outreach

- Strengthen the in-library Summer with MPL experience for children, teens, and families and expand Makerspace access through collaboration with branch staff.
- Increase use of library resources and attendance at library programming by early childhood and out-of-school educators.

Adult Programming and Events

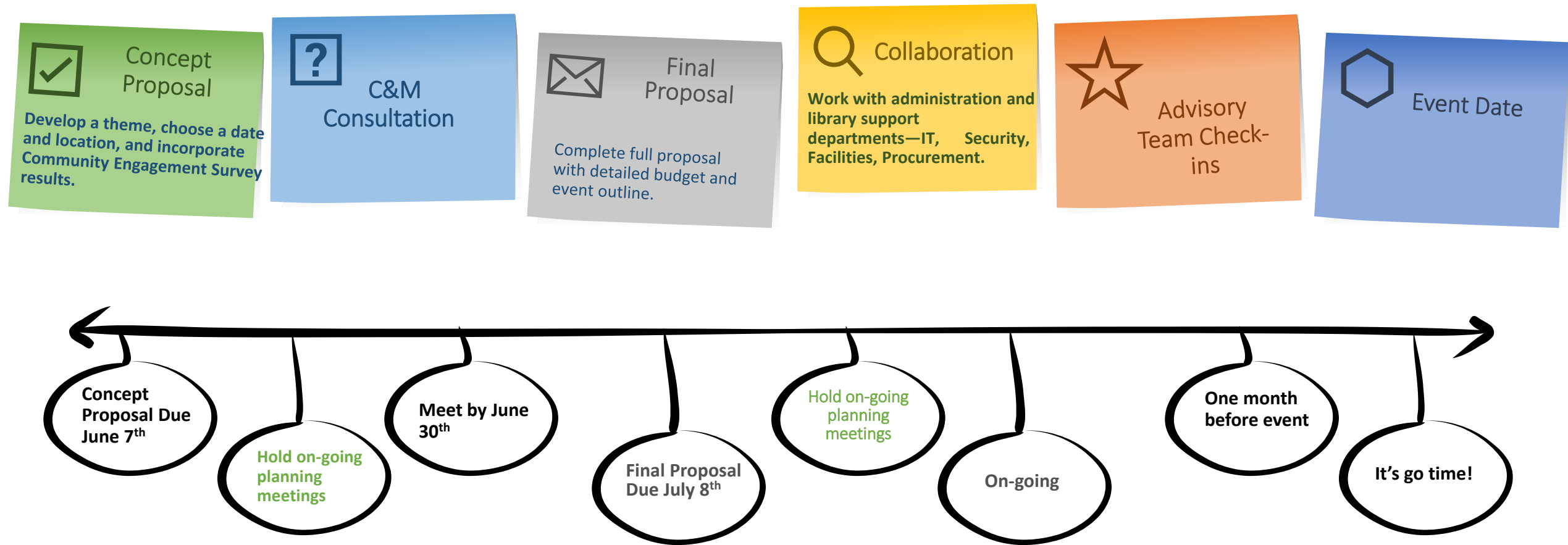
- Develop and maintain community programming partnerships in order to increase our patronage among underserved groups, such as new adults.
- Offer Computer Basics courses at all MPL locations, continuing the course offerings restarted in 2023.
- Investigate additional funding to introduce culinary literacy programming for patrons of north cluster branch libraries.

Signature Programs: Staff Led, Patron-Driven

What is a Signature Program?

In alignment with MPL's long-term goal of increasing library patronage, Public Services will invite existing and new patrons into library buildings with the development of annual signature programming delivered in each cluster. These events will utilize the Community Engagement survey results to develop events that are patron-driven and drive awareness of library programs and services. A signature program is one that a patron will identify with a branch or cluster. Ideally, it should be an annual event that patrons rely on and look forward to each year, such as Zinefest.

Signature Program Timeline



Still to Come....

Enhanced User Experience Fund

In alignment with MPL's long-term goal of increasing library patronage and to be more responsive to community needs, MPL has created a dedicated Foundation fund for piloting new programs or services. MPL staff are encouraged to offer proposals for new services or expansion of services and implement library trends and models that are aligned with MPL's vision and mission.



MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
MINUTES

Wednesday, June 12, 2024

Virtual via GoToMeeting

PRESENT: Michele Bria, Teresa Mercado, Joan Johnson

EXCUSED: Mark Sain

OTHERS

PRESENT: MPL: Rebecca Schweisberger
Budget & Management Division: Nathaniel Haack

Vice-President Bria called the MPL Board of Trustees Executive Committee meeting to order at 4:09 p.m. on June 12, 2024. All Trustees participated by video conference.

1. **Approval of the Minutes.** Trustee Bria entertained a motion to accept the minutes from the November 15, 2023 meeting. Trustee Mercado moved to approve the minutes and Trustee Bria seconded. Motion passed.
2. **2024 Progress Report.** Library Director Joan Johnson presented an update on the status of selected library goals, which were shared with the Committee at the November meeting. The presented slides are attached at the end of these minutes.

Goal: Increased use of library services by previously underserved market segments

- Johnson reported an increase for the 1st trimester compared to 2023.
- MPL's target is 1.5 million visitors by the end of the year with an increase over pre-pandemic levels in 2025.
- In addition to engaging with patrons using library resources, MPL staff has created opportunities and compelling programming to attract visitors to the library.
- Compared to the same period last year, MPL's social media followers has increased by 138%. As of April 2024, MPL has 377,483 social media followers.
- Additional Sunday hours should lead to increased visits.

Goal: Library contribution to economic and employment growth in Milwaukee via workforce development and business resources and programs

- The 2024 Entrepreneur-in-Residence Program is a pilot. The long-term goal is to secure funding for 2-3 cycles each year.

Goal: Increased digital inclusion in Milwaukee.

- MPL has a long-standing priority to ensure access to high-speed broadband for as many people as possible. This began with providing computers and wi-fi access in library buildings and extended to laptop and hot spot checkout. MPL is now exploring a longer-term goal of expanding high-speed broadband access at the household level.

Goal: MPL further establishes itself as an anchor of healthy neighborhoods and a safe space to foster community, connections, and dialogue

- MPL's target is to help ensure residents feel safe in their communities

- Action steps: Continue facilities improvement plans – Martin Luther King and Capitol branches
- MPL is on track to open the Martin Luther King branch in 1st quarter 2025

Goal: MPL’s Historic Central Library functions as a statewide resource and seeks formal designation from the State of Wisconsin

5. **2025 Budget Update.** Library Director Joan Johnson presented an update on the 2025 budget. It is likely that MPL and other City departments will experience budget cuts to help offset the budget gap. MPL submitted budget scenarios for cost to continue and cuts between 1-5%. The cost to continue budget is \$25.66M. A 1% cut would equate to \$260,000 and a 5% cut would equate to \$1.3M. Director Johnson shared the criteria that were used to develop several potential service models which were shared with the Budget Office. Informational item.

The meeting of the Milwaukee Public Library Board’s Executive Committee was adjourned at 4:44 p.m. on June 12, 2024.

MPL Executive Committee

JUNE 12, 2024

2024 Progress Report

SECTION 1

Library Usage – MPL helps build healthy families living in vibrant neighborhoods

- In 2023 we had just under 1M visits. Our 2024 goal is 1.5M. The staff have been working hard to make this a reality. For the first trimester, we are trending up in circ and visits compared to the same period in 2023 - by 4.6% (circ) and 12.7% (visits), and we saw a 50% increase in program attendance.
- Social media stats show we are successfully reaching younger adults (18-34 yr olds) who represent just under 60% of our Insta and TT followers.
- We are on track to begin expanded Sunday service on July 7th. Tippecanoe and Good Hope branches will be open along with Central from 1-5 p.m. on Sundays, year-around.

Economic & Workforce Development – MPL contributes to a strong Milwaukee

- 2024 goal is to increase use of the Business Commons at Central by at least 50%. One of the strategies is to activate the space with compelling programming. We just launched the first ever Entrepreneur-in-Residence at MPL program, starting with Eli Rivera (of 11 impressive BIPOC applicants!) who is working with us for six weeks to support, mentor and educate new entrepreneurs through 1:1 coaching, and free workshops each week. The goal is to build an ecosystem that develops, sustains and grows future entrepreneurs in MKE. (2-3/year)
- The Business Dept staff have also been developing strategic partnerships, including with MKEBlack, SBA, SCORE, Goodwill Industries and BizStarts. There is also a job fair planned for August

Economic & Workforce Development (cont.) – MPL contributes to a strong Milwaukee

- MPL’s pipeline to youth employment serves about 30 workers a year. We continue to recruit and fill MPL jobs for teens and younger adults and work with OCWS, Employ Milwaukee and Goodwill Industries to promote job opportunities at MPL (AmeriCorps/LibraryCorps, Teen Interns, Teen Advisory Board, entry-level customer service positions, librarian internships for library school enrollees, etc.). Goal is to have at least 85% of available positions filled at all times
- In partnership with EmployMKE, MPL staff, for the 1st time, are attending Camp Rise to connect with over 300 youth and their parents to share information about MPL services, programs and jobs, and to keep them engaged beyond this great summer learning experience.

Digital Inclusion – MPL helps people read, learn and connect

- MPL's longer term goals for greater digital inclusion for Milwaukee residents involves going beyond the library's walls. MPL is working to facilitate at least 500 households (hh) gaining affordable internet access by the end of June 2025, and ensure access to technology training and equipment support. Pilots at Center Street and Mitchell Street branches.
- If successful, we'd want to expand the effort to a total of six branch service areas prioritized based on poverty status data and service coverage maps, including King, Villard Square, Washington Park & Atkinson branches.
- We are working with the City Attorney's Office and private counsel to develop an RFP to solicit a vendor partner to build infrastructure needed to accomplish the goal. We are on track to have a draft ready for CAO review by the fall.

2025 Budget Update

SECTION 2

Criteria for Making Tough Decisions

- Recent capital investments, branch construction timeline and grant funding obligations
- Library usage for patron count, circulation and computer access - keeping in mind how libraries are used differently depending on where they are located
- Geographic attributes and resident transportation data informing patron ability to access specific locations
- Ability to have the greatest positive impact in meeting community need, per the MPL Community Engagement report findings and being mindful of racial equity goals

**Milwaukee Public Library
Financial Report
May 31, 2024**

2024

2023

City Revenues

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 28,574,827	\$ 12,487,336	43.7%
<i>Fines</i>	\$ 114,500	\$ 28,357	24.8%
<i>Lost Materials, etc.</i>	\$ 66,500	\$ 16,677	25.1%
<i>MCFLS Contracts</i>	\$ 819,000	\$ 228,007	27.8%
Total City Appropriation	\$ 29,574,827	\$ 12,760,377	43.1%

	Budget	Received to date	% Received
	\$ 26,436,877	\$ 10,667,676	40.4%
	\$ 128,000	\$ 27,954	21.8%
	\$ 60,000	\$ 14,074	23.5%
	\$ 802,414	\$ 212,665	26.5%
	\$ 27,427,291	\$ 10,922,369	39.8%

City Expenses

Salaries & Benefits

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 5,973,002	\$ 2,299,924	38.5%
<i>Fringe Benefits</i>	\$ 2,687,851	\$ 1,034,712	38.5%
Total	\$ 8,660,853	\$ 3,334,636	38.5%

	Budget	Spent to date	% Spent
	\$ 14,013,643	\$ 5,730,264	40.9%
	\$ 6,306,139	\$ 2,509,641	39.8%
	\$ 20,319,782	\$ 8,239,905	40.6%

Supplies & Services

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 121,803	\$ 29,240	24.0%
<i>Tools & Machinery Parts</i>	\$ -	\$ -	100.0%
<i>Construction Supplies</i>	\$ 16,500	\$ 15,092	91.5%
<i>Energy</i>	\$ 847,800	\$ 265,420	31.3%
<i>Other Operating Supplies</i>	\$ 252,947	\$ 98,748	39.0%
<i>Vehicle Rental</i>	\$ 8,800	\$ 2,337	26.6%
<i>Non-Vehicle Equipment Rental</i>	\$ 14,700	\$ 5,827	39.6%
<i>Professional Services</i>	\$ 146,600	\$ 83,053	56.7%
<i>Information Technology Services</i>	\$ 442,552	\$ 315,542	71.3%
<i>Property Services</i>	\$ 1,418,038	\$ 727,709	51.3%
<i>Infrastructure Services</i>	\$ 38,500	\$ 125,029	324.8%
<i>Vehicle Repair Services</i>	\$ -	\$ -	100.0%
<i>Other Operating Services</i>	\$ 146,239	\$ 42,288	28.9%
<i>Reimburse Other Departments</i>	\$ 108,600	\$ (2,979)	-2.7%
Total	\$ 3,563,079	\$ 1,707,306	47.9%

	Budget	Spent to date	% Spent
	\$ 111,700	\$ 18,207	16.3%
	\$ 19,000	\$ 10,680	56.2%
	\$ 26,000	\$ 8,384	32.2%
	\$ 687,800	\$ 238,416	34.7%
	\$ 248,019	\$ 79,388	32.0%
	\$ 9,000	\$ 3,883	43.1%
	\$ 22,000	\$ 11,338	51.5%
	\$ 180,751	\$ 94,353	52.2%
	\$ 417,642	\$ 203,191	48.7%
	\$ 1,273,520	\$ 614,737	48.3%
	\$ 33,000	\$ 63,140	191.3%
	\$ -	\$ -	100.0%
	\$ 157,100	\$ 37,269	23.7%
	\$ 105,000	\$ (2,307)	-2.2%
	\$ 3,290,532	\$ 1,380,679	42.0%

Equipment

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,827,000	\$ 704,253	38.5%
<i>IT Equipment</i>	\$ 522,032	\$ 157,315	30.1%
<i>Other</i>	\$ 86,563	\$ 18,528	21.4%
Total	\$ 2,435,595	\$ 880,096	36.1%

	Budget	Spent to date	% Spent
	\$ 1,757,000	\$ 562,409	32.0%
	\$ 358,187	\$ 53,701	15.0%
	\$ 83,202	\$ 41,852	50.3%
	\$ 2,198,389	\$ 657,962	29.9%

Other Departmental Appropriation

	Budget	Spent to date	% Spent
<i>Villard Square Property Payment</i>	\$ 9,800	\$ -	0.0%
<i>East Property Payment</i>	\$ 5,300	\$ 5,300	100.0%
<i>Mitchell Street Property Payment</i>	\$ 74,000	\$ 27,000	36.5%
<i>Good Hope Property Payment</i>	\$ 45,000	\$ -	0.0%
<i>Contingent Energy Financing</i>	\$ 136,200	\$ 68,076	50.0%
Total	\$ 270,300	\$ 100,376	37.1%

	Budget	Spent to date	% Spent
	\$ 8,300	\$ 500	0.0%
	\$ 4,000	\$ 4,000	0.0%
	\$ 72,000	\$ 27,000	37.5%
	\$ 45,000	\$ -	0.0%
	\$ 133,500	\$ 66,742	50.0%
	\$ 262,800	\$ 98,242	37.4%

ARPA Revenue Replacement

	Budget	Spent to date	% Spent
<i>Operating Expenses</i>	\$ 14,645,000	\$ 6,737,963	46.0%
Total	\$ 14,645,000	\$ 6,737,963	46.0%
Total City Expenses	\$ 29,574,827	\$ 12,760,377	43.1%

	Budget	Spent to date	% Spent
	\$ 1,355,788	\$ 545,581	40.2%
	\$ 1,355,788	\$ 545,581	40.2%
	\$ 27,427,291	\$ 10,922,369	39.8%

**Milwaukee Public Library
Financial Report
May 31, 2024**

2024

2023

Additional Funding Sources

Grants

	Budget	Spent to date	% Spent
<i>WTBBL Jul '23 - Jun '24</i>	\$ 1,004,300	\$ 845,684	84.2%
<i>ILS Jul '23 - Jun '24</i>	\$ 223,350	\$ 96,594	43.2%
Total	\$ 1,227,650	\$ 942,278	76.8%

	Budget	Spent to date	% Spent
	\$ 1,136,100	\$ 830,491	73.1%
	\$ 108,650	\$ 96,789	89.1%
	\$ 1,244,750	\$ 927,280	74.5%

Trust Funds

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 134,000	\$ 71,311	53.2%
<i>Programming</i>	\$ 42,000	\$ 12,946	30.8%
<i>Training</i>	\$ 20,000	\$ 5,141	25.7%
<i>Marketing</i>	\$ 35,000	\$ -	0.0%
<i>Contingency</i>	\$ 4,000	\$ -	0.0%
<i>Board Development</i>	\$ 4,000	\$ 384	9.6%
<i>Strehlow 50+</i>	\$ 29,756	\$ 2,469	8.3%
<i>Staffing Study</i>	\$ 28,000	\$ -	0.0%
Total	\$ 296,756	\$ 92,251	31.1%

	Budget	Spent to date	% Spent
	\$ 124,000	\$ 71,018	57.3%
	\$ 38,000	\$ 10,436	27.5%
	\$ 18,000	\$ 9,819	54.6%
	\$ 32,000	\$ -	0.0%
	\$ 4,000	\$ 597	14.9%
	\$ 4,000	\$ 588	14.7%
	\$ 37,319	\$ 1,012	2.7%
	\$ -	\$ -	100.0%
	\$ 257,319	\$ 93,470	36.3%

Foundation Contributions

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 225,817	\$ 17,384	7.7%
<i>Programming</i>	\$ 1,437,759	\$ 244,377	17.0%
Total	\$ 1,663,576	\$ 261,761	15.7%

	Budget	Spent to date	% Spent
	\$ 419,572	\$ 15,038	3.6%
	\$ 1,052,485	\$ 299,178	28.4%
	\$ 1,472,057	\$ 314,216	21.3%

Investments

U.S. Bank National Assoc. Commercial Paper (rated A1) confirmation #321754477 dated 05/20/24 and maturing 06/20/24 at a rate of 2.00%...\$300,000

Director's Report

June Activities

MPL hosted author Amy Tan and Director Johnson delivered a warm welcome to the author and over 225 fans to hear about how her new memoir, *The Backyard Bird Chronicles*, came to be. For more, see the City Librarian's column of the June 20th, 2024 edition of "Staff News." Johnson also attended the Summer Reading Program kick-off event and dropped in at the MPL Entrepreneur-in-Residence program to welcome MPL's first ever E-i-R Eli Riviera and attendees at their first session in the Business Commons.

Johnson and other team members continued their work toward the public launch of OneMKE, funded by the Cities Forward Civic Literacy grant. She and Mayor Johnson addressed the newly formed OneMKE Coalition of partners for a pre-launch informational webinar organized by MPL's OneMKE Civic Engagement Manager Brenda Wood. Per Wood, "visit the **one-stop website here** – onemke.org, which is a comprehensive resource that empowers city residents to learn more about government services they may be eligible for, community events, voting information, and includes a list of all coalition partners."

The Martin Luther King, Jr. branch's interior build-out design team is reaching another milestone. Johnson, and co-lead Yves LaPierre are finalizing the team's work on the "FF&E" phase, which stands for "Furniture, Finishes & Equipment." The next step will be to prepare the bid documents for a vendor to implement and install all selected items. Johnson also leads quarterly managers meetings for all MPL managers to maintain a direct connection with leaders, help build morale and team spirit, provide internal networking opportunities, share information and, at times, offer growth and professional development activities.

MPL's strategic direction related to digital inclusion spawned many programs and projects to satisfy goals. One of them is the MPL Broadband Project work group, chaired by Johnson, which continues to meet and advance toward its immediate goal to submit a draft RFP for review by counsel this summer. MPL also partners with United Way's Techquity, which has similar digital inclusion goals and a shared clientele with MPL. One outcome of this partnership is a standing invitation by Techquity's Project Manager David Berka, to participate in the annual Summerfest Tech Panel. Johnson will, for a second time, be included as a panelist to discuss "Broadband for All: Advancing Internet Equity in Metro Milwaukee."

Johnson continues to do outreach and serve the community through her involvement with partners and various organizations including meetings and events with the Westtown Association Board, including their recent strategic planning session, Milwaukee Broadband Partnership, the Rotary Club of Milwaukee, Visit Milwaukee's annual meeting, and the Wisconsin Marine Historical Society, including a tour of the Northpoint Lighthouse Museum.

Johnson and other team members spent considerable time preparing for Mayor Johnson's quarterly Action Plan and Policies meeting, at which, they review key performance indicators and discuss issues, challenges and innovations that need to be highlighted. She continued meetings with Common Council members in advance of the full Council's vote on her confirmation after gaining approval by the Community & Economic Development Committee. Johnson will be officially sworn in by the City Clerk this month. Johnson regularly attends the RNC Citywide Update meetings to help departments be prepared for the convention July 15-18.

Johnson's attendance at the Milwaukee County Federated Library System's (MCFLS) monthly Board meetings and the quarterly board meetings of the Friends of the MPL and the Milwaukee Public Library Foundation are ongoing. She occasionally meets with the MCFLS Administrator Steve Heser.

May 2024

Summary of **VIRTUAL and IN-PERSON PROGRAMS:**

MPL HELPS PEOPLE READ

Art Book Club: Rare Books Edition: View rare books showcasing a variety of time periods, topics, and wondrous things to behold. Drop in any time during the program to browse the material at your leisure. Librarians will be present to answer questions. This was a first-time collaboration for Art Book Club between the Rare Books department and the Special Collections/Archives department. It was a great success, so we plan to do this again! Attendance: 94

MPL HELPS PEOPLE LEARN

Krug Lecture Series: The Legacy of the Fine Press Movement: Max Yela, Head of Special Collections and Adjunct Instructor at UWM, presented on the lasting legacy of the Fine Press Movement, which originated in the late 19th century with the work of Englishman William Morris and the Kelmscott Press. Yela demonstrated how the contemporary world of printing and publishing is deeply influenced by the Fine Press Movement by showcasing materials from the Richard E. and Lucile Krug Rare Books Room collection. Milwaukee Public Library's Rare Books Room is fortunate to hold a sizeable collection of Fine Press materials, many of which are on display now. This program was also livestreamed and recorded. Attendance: 29

Japanese Treasures of Milwaukee Public Library at Anime Central: The Milwaukee Public Library is home to a treasure trove of Japanese prints and books, some of which are uniquely held in North America. Come learn about these magnificent cultural items and some information about Japanese artists and the stories they depict. Rare Books Librarian, Tim Rush, presented at this Anime convention in Rosemont, IL. Attendance: 41

Ornamental Fruits and Vegetables (Virtual). With gardening and horticultural expert Melinda Myers. Increase the nutritional value and beauty of your landscape by incorporating attractive fruits and vegetables into your landscape, garden beds, and containers. Growing varieties that are both ornamental and productive increases the opportunities for creating a beautiful space right outside your door. We will look at new and proven fruit and vegetable varieties suited to both gardens and containers. Live attendance: 134

Getting Started with Computers. Zablocki Branch Library offered the four-week series of instructional computer classes addressing the part of MPL's Digital Inclusion plan that focuses on offering quality technology training in our Library communities. The classes offered hands on practice and detailed instruction in Computer Basics, Internet Basics, Cyber Security Basics and Email Basics. The patrons who attended enjoyed the classes that they came to, they let me know that they learned something new in each class, they would like more of these classes in the future and one of them let me know that I was a good teacher. Total Attendance: 20

Beyond Books: Exploring Archives. On May 6, the inaugural Beyond Books program took place, an open house style program showcasing various materials from the Archives and Special Collections Department;

curated by Casey Lapworth, this program focused on different MPL buildings and their history. Attendance: 64

MPL HELPS PEOPLE CONNECT

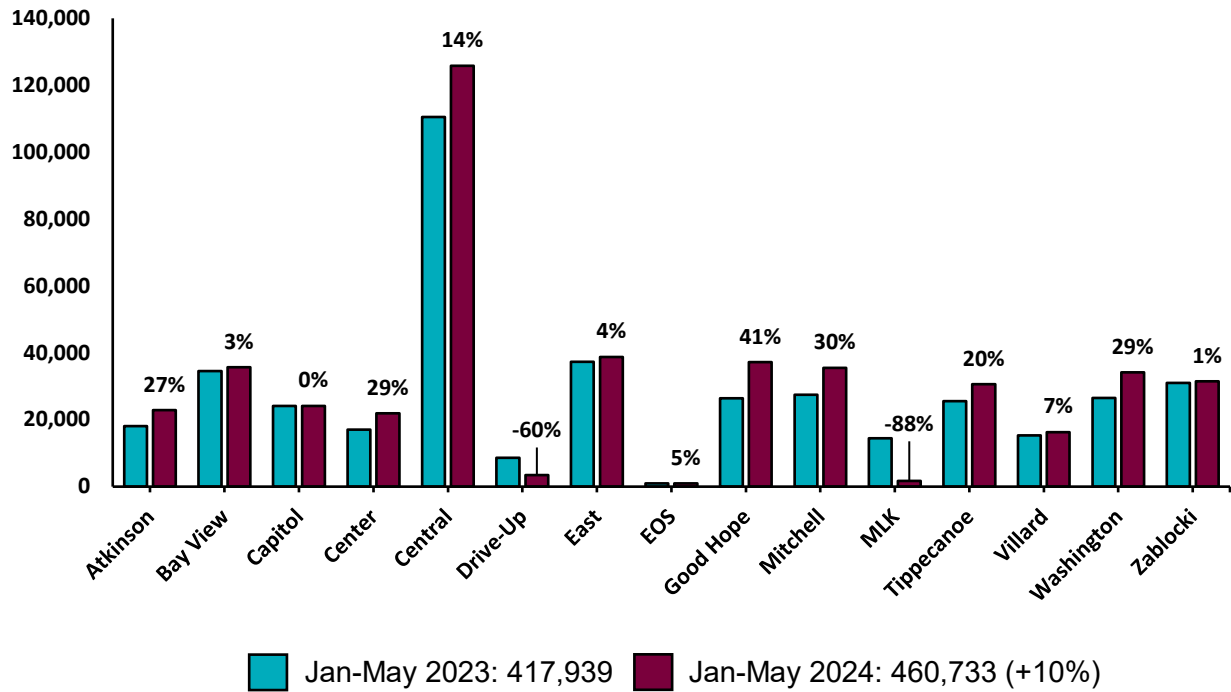
Milwaukee Art Museum Docent Lecture: Exploring the Treasures of Milwaukee Public Library's Richard E. & Lucile Krug Rare Books Room: Christine Fleming, Manager of the Milwaukee Art Museum's Docent and Tour Programs, invited the Rare Books team to present to MAM's docents about our collections, programs, and services. Several attendees have since made appointments to visit MPL's Rare Books Room. Attendance: 62

Writing Your Way to Wellness: Beth Voecks of the Business, Technology, and Periodicals Department hosted the Writing Your Way to Wellness journaling program at the Central Library in the Business Commons. Information about journaling and how it may help de-stress and help with your mental health and wellness in general. Attendees were given a goodie bag with a pen, a folder with journals, writing prompts, and materials for further reading. Since the group was smaller we were able to converse about our personal experiences with writing/journaling and some "best practices" that have worked for us in the past. I hope to create more programming of this nature in the future as I received very positive feedback verbally from attendees. Kristina Gomez assisted with taking some attendees to the Green Roof during our 30-minute breakout writing session. Attendance: 10

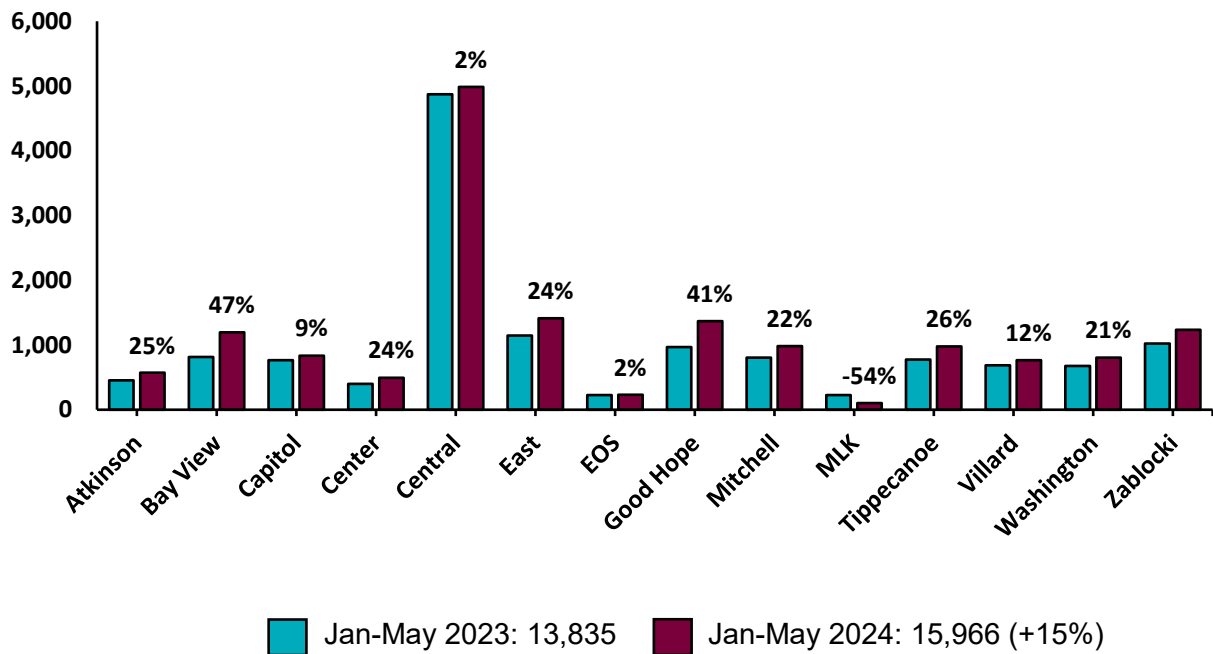
Snack Hack: Kids Kitchen. Snack Hack: Kids Kitchen is a food and nutrition literacy program for school-aged youth and families offered as weekly sessions designed to teach all aspects of food: nutritional elements, food groups, cooking principles, history of food, how food is grown, cultural connections to what we eat, how food works in our bodies and methods on how to prepare meals at home. Sessions include a hands-on cooking lesson and a snack for attendees. May started Block 2 – the 2nd of 4 blocks used to categorize the Snack Hack program curriculum. During this month, the series continued with Essential Nutrients and ended with a recap/quiz for attendees to review all 7 nutrients the human body needs to function properly. May's snacks featured Chef Sharrie's favorite foods in celebration of her birthday month. The last session in May was attended by Dr. Jill Underly and a member of her team. Dr. Jill is the WI State Superintendent of Public Instruction for all libraries and public schools. This was her first visit at the Mitchell Street branch. Dr. Jill's Facebook post stated, "Snack Hack at Milwaukee Public Library was a huge hit! Kids get to explore the world of food through cooking demonstrations focusing on nutrition, food groups, and cooking principles and yesterday's lessons (5/21) were about soul food. The best part? Eating everything you just learned!". The special guests thoroughly enjoyed participating in Snack Hack: Kids Kitchen. Dr. Jill even shared that the 4 Cheese Baked Macaroni was the best macaroni & cheese she ever had! Our very own Library Director, Joan Johnson attended as well, along with Melissa Howard from MPL's Administration team. Total attendance: 54

Total attendance for 138 programs: 1,556

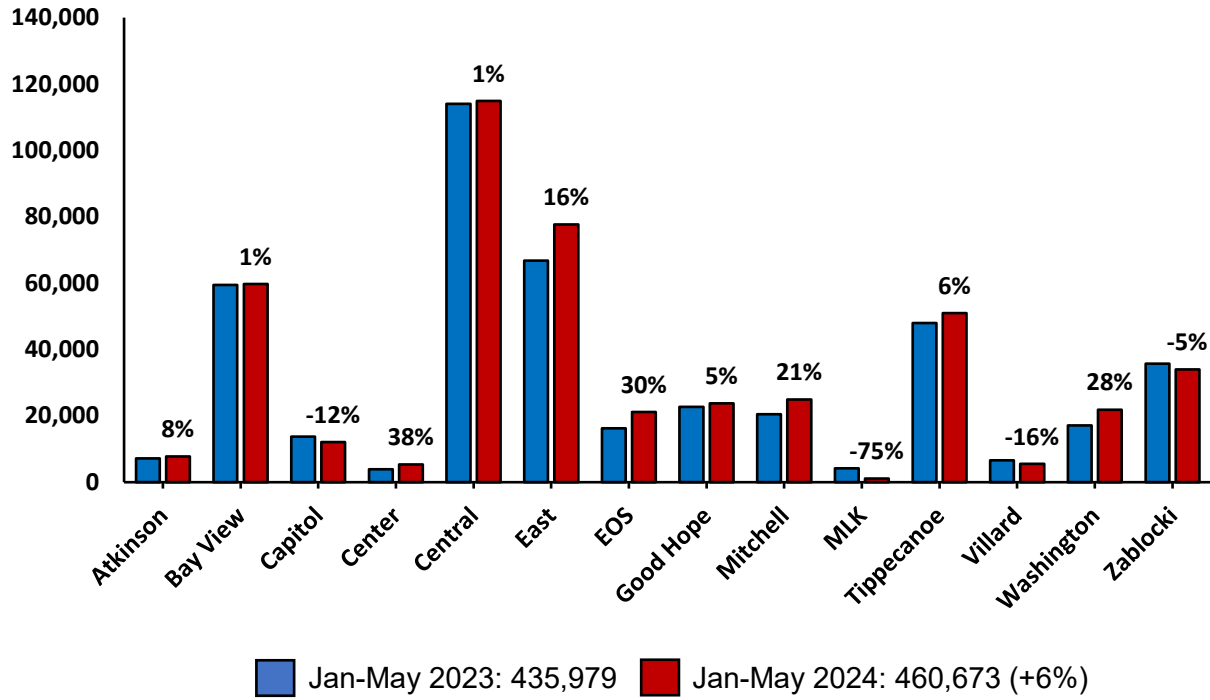
Patron Visits



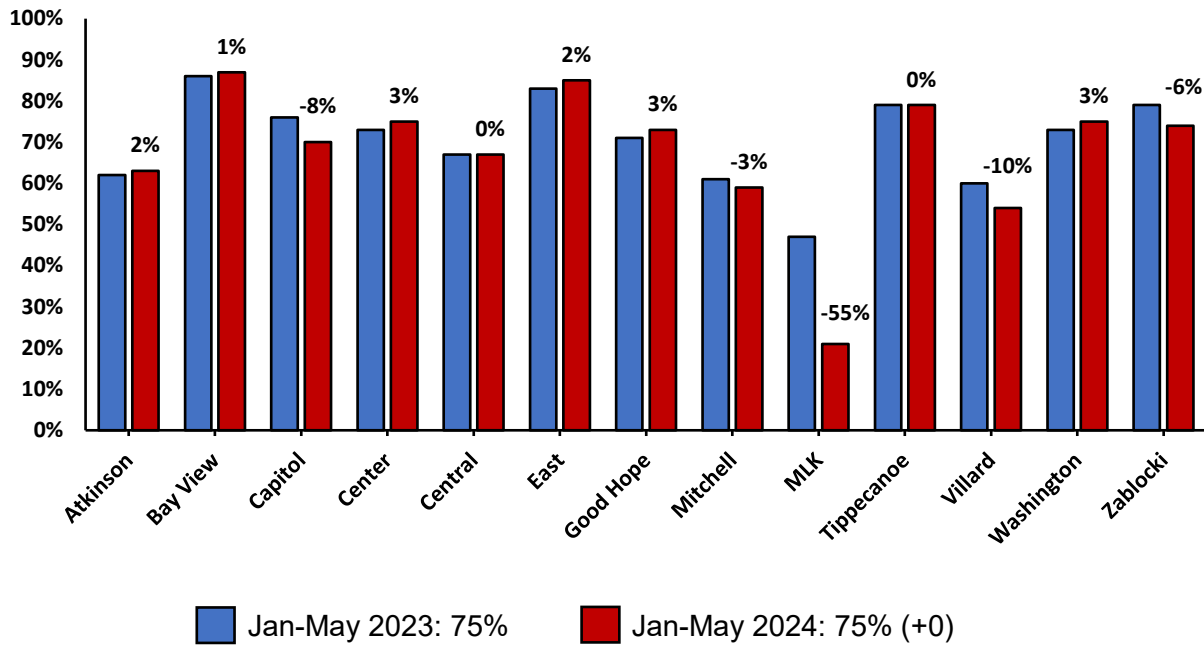
Registration



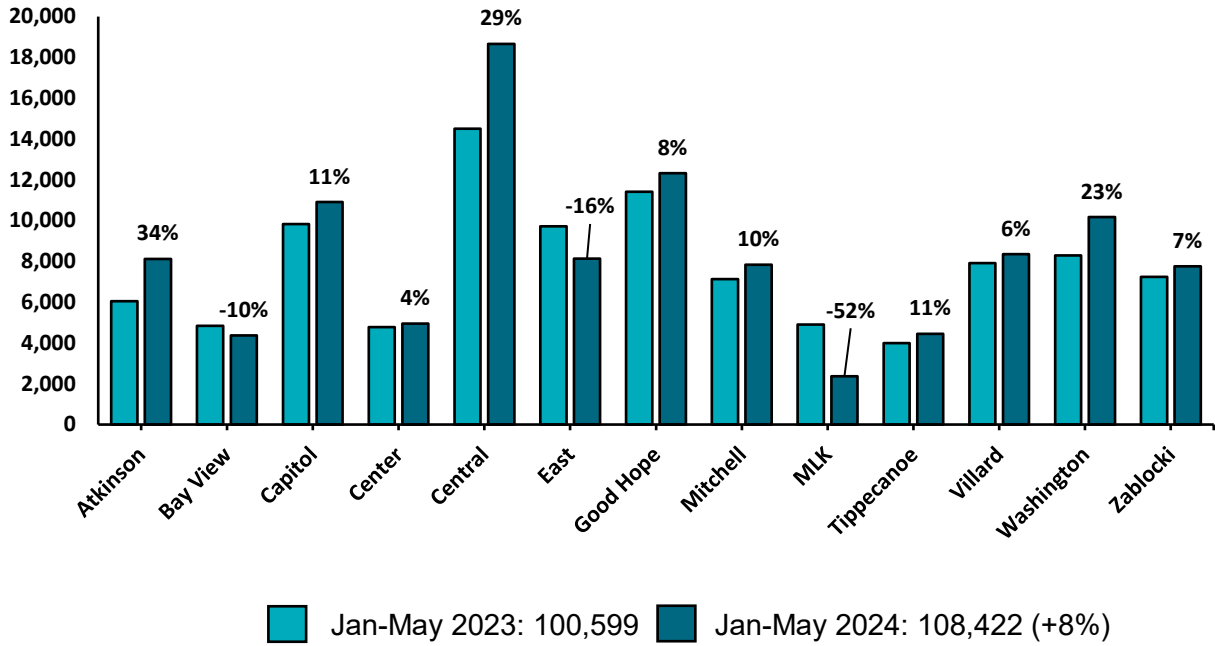
Traditional Circulation



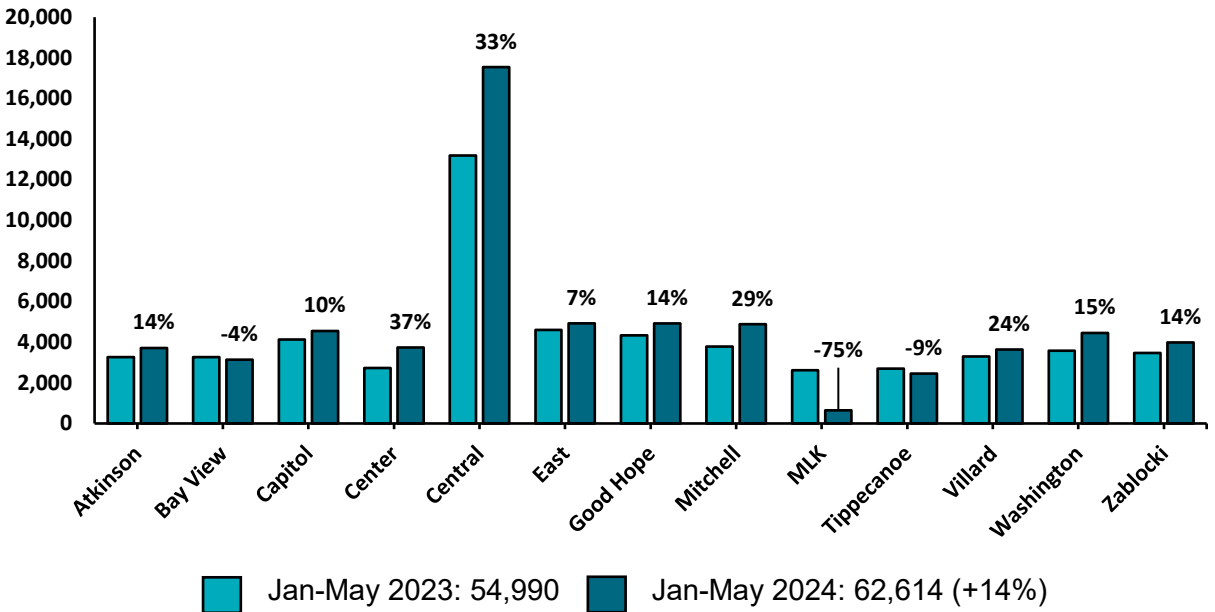
Self-Checkout



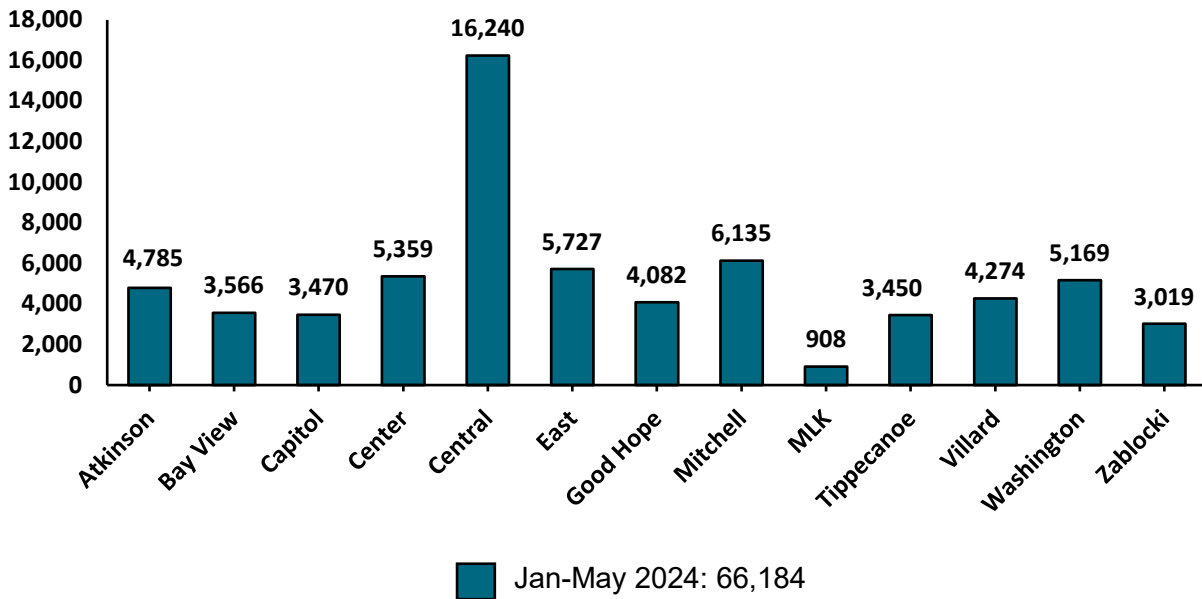
Print/Copy/Fax/Scan Jobs



Public Computer Sessions



Wi-Fi Unique Users



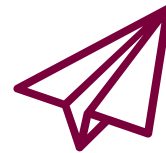
Ready Reference



19,210
Call Sessions
Last Year: 20,185



668
Chat Sessions
Last Year: 1,030

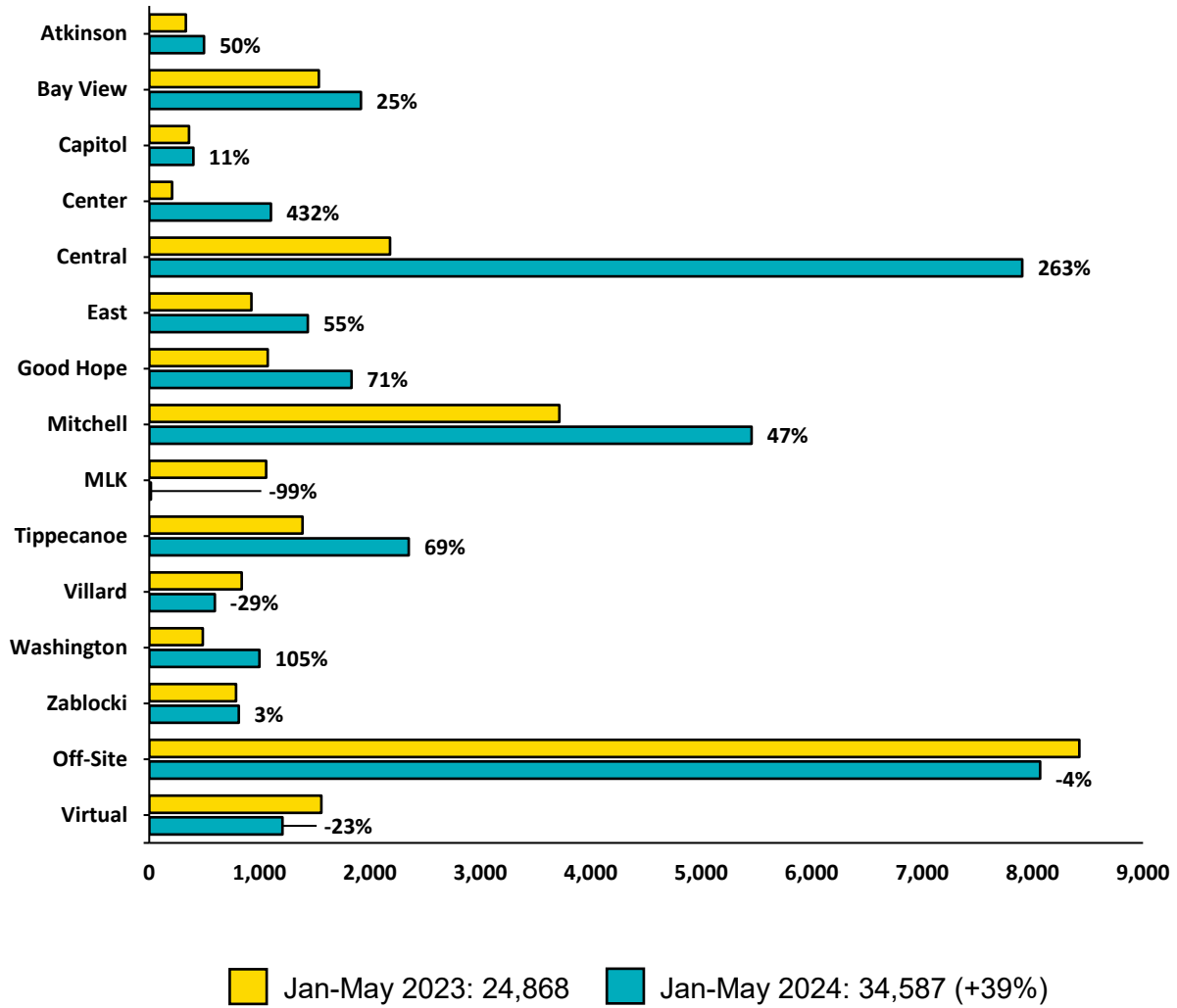


850
Email Sessions
Last Year: 707

eCirculation

Platform	Jan-May 2023	Jan-May 2024	Change
Freegal Music	77,657	57,317	-26%
Hoopla Digital	24,991	34,368	+38%
Kanopy	6,441	11,401	+77%
OverDrive	159,404	195,258	+25%
Total	268,493	298,344	11%

Program Attendance



**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES**

Thursday, June 6, 2024

Video Conference Call by GoToMeeting

PRESENT: Michael Morgan, Matt Kowalski, Teresa Mercado, Mark Sain, Larresa Taylor, Joan Johnson

OTHERS

PRESENT: MPL: Chantel Clark, Melissa Howard, Yves LaPierre, Jennifer Meyer-Stearns, Karli Pederson, Rebecca Schweisberger, PJ Woboril

Chair Michael Morgan called the MPL Board of Trustees Building and Development Committee meeting to order at 8:00 a.m. on June 6, 2024 with a quorum present. All Trustees and presenters participated by video conference.

1. **Approval of the Minutes.** Chair Morgan noted a correction to item 1 of the minutes, it should read: Chair Morgan entertained a motion to accept the minutes from the April 4, 2024 meeting.

With that correction noted, Chari Morgan entertained a motion to accept the minutes from the May 2, 2024 meeting, listed as Attachment A of the agenda. Trustee Kowalski moved approval of the minutes and Trustee Mercado seconded. Motion passed.

2. **Martin Luther King Branch Redevelopment.** Library Construction Projects Manager Yves LaPierre presented an update on the project, attached at the end of these minutes. Framing for the ground floor has begun and slabs have been poured. Following completion of the upper apartment units, the roof will be installed and the build out will begin. A hard hat tour for Trustees will be scheduled once the build out has begun. MPL will contact the Department of Public Works (DPW) to review options for traffic calming at the intersections. Additionally, MPL will inquire about options for a city planner to attend an upcoming Building & Development Committee meeting to discuss street calming and street network projects planned or considered around MPL locations. Informational item.
3. **Contract Award Request – 4T Renovation Architect and Funding Plan.** Library Construction Projects Manager Yves LaPierre presented a request to award the 4T renovation contract as outlined in a memo, listed as Attachment B of the agenda. The 4T level was originally designed as a storage area. As staffing increased, part of the area was repurposed to house the Education & Outreach Services (EOS) department and the Wisconsin Talking Book & Braille Library (WTBBL). When renovations are complete, the 4T level will also incorporate the Central Library Children’s Room (CLCR) staff. Library Administration recommends awarding the contract to HGA Architects for the amount of \$141,500 to provide design development, construction documents, project bidding, and construction administration for the project. Funding was outlined in the memo as follows: \$93,900 from Non-City Foundation carryover and \$47,600 from WTBBL grant and gift funds. After receiving construction and bidding documents, MPL will present a full project funding proposal to the Committee. Trustee Sain moved to award the renovation architect contract to HGA Architects for \$141,500 with funding as described. Trustee Taylor seconded. Motion passed.
4. **Revised and Refined Major Gifts Project List.** Library Director Joan Johnson presented the revised list of major gifts projects, listed as Attachment C of the agenda. As part of their 2024-2029 strategic plan, the MPL Foundation (MPLF) plans to fundraise toward a targeted amount. The funds will be used to modernize library facilities and enhance infrastructure. MPL has developed a list of projects

with priorities for Board approval before submitting it to the MPLF. Much of the work is focused on Central Library, as there has not been significant work on the building in over 30 years and the effects of deferred maintenance are emerging. Additionally, these projects will make MPL more competitive in the market for event space use, which can create new revenue streams for the library. Director Johnson shared draft renderings from potential vendors and artisan as well as students in the UW-Milwaukee School of Architecture & Urban Planning. The renderings are attached at the end of these minutes. Trustee Taylor moved to authorize Director Johnson to transmit the list of priorities to MPLF with a directive to begin fundraising for the projects with the current estimated costs, reserving the right to adjust costs to market conditions. Trustee Sain seconded. Motion passed.

The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 9:05 a.m. on June 6, 2024.

MLK Branch

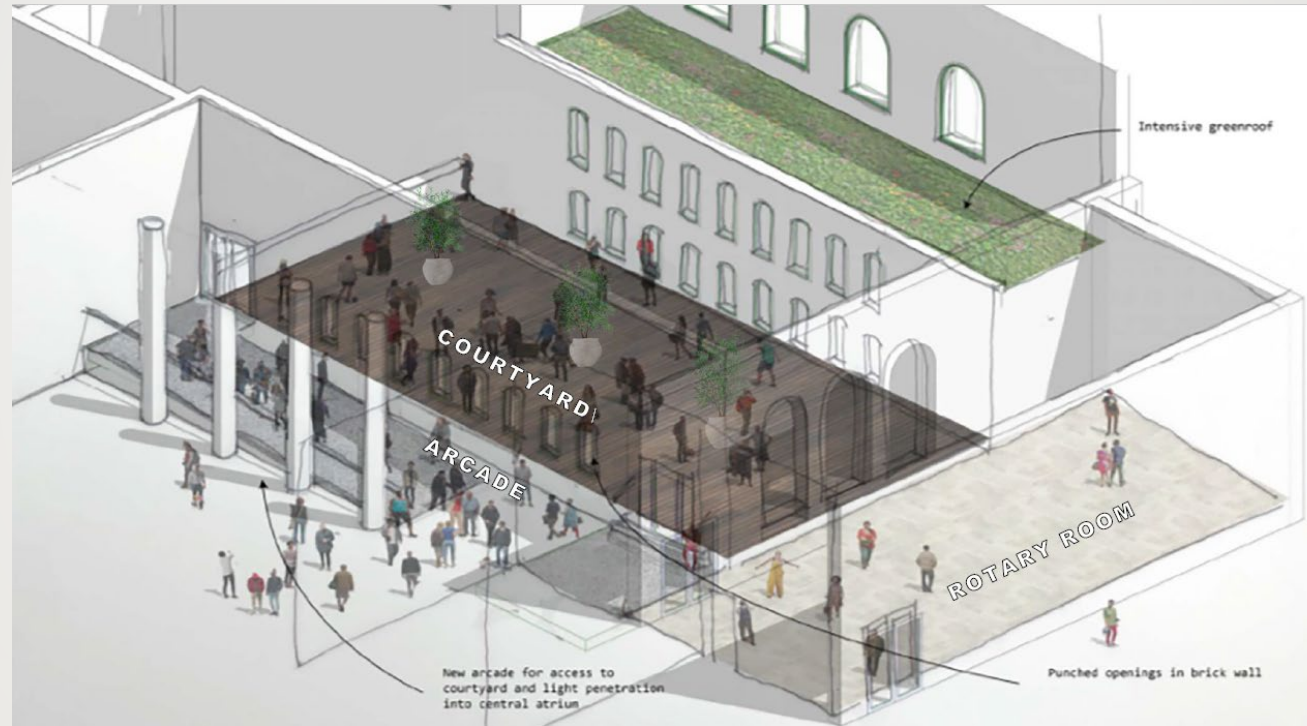
- Construction Progressing
- Library Shell Turnover
6.30.2024
- Contractor Selected for
Library Buildout
- Buildout begins Summer 2024
- Buildout completion early
2025.



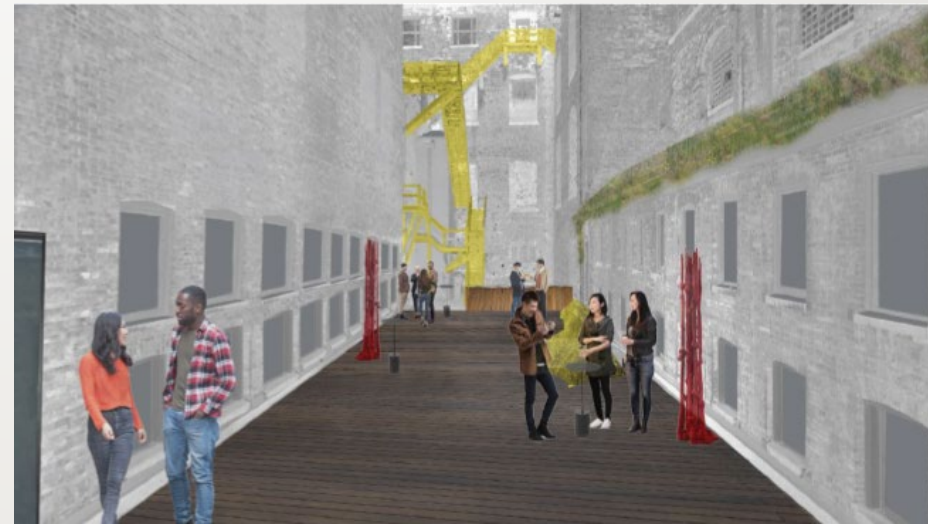
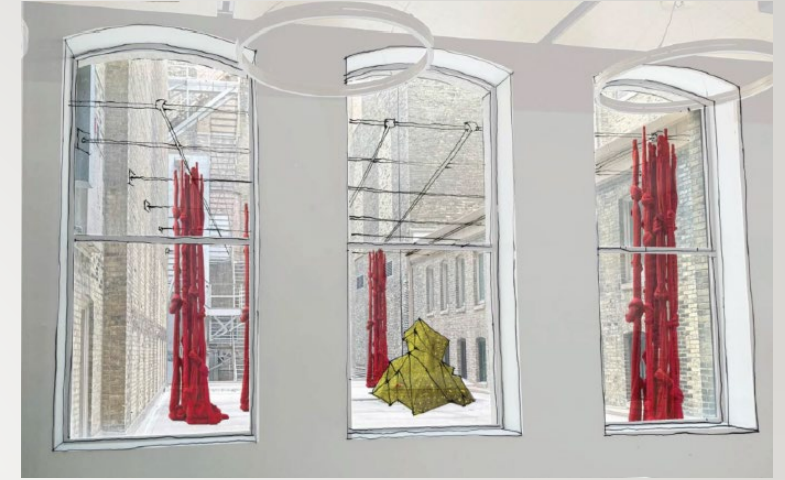
Milwaukee Public Library Priorities for the MPL Foundation Major Gifts Campaign

BUILDING & DEVELOPMENT COMMITTEE
OF THE MPL BOARD OF TRUSTEES

Central Library Grand Rotunda – East Wing Rotary Club of Milwaukee Community Room Phase II – Courtyard Access



**Central Library Grand Rotunda – East Wing
Rotary Club of Milwaukee Community
Room Phase II – Courtyard Access Rendering**



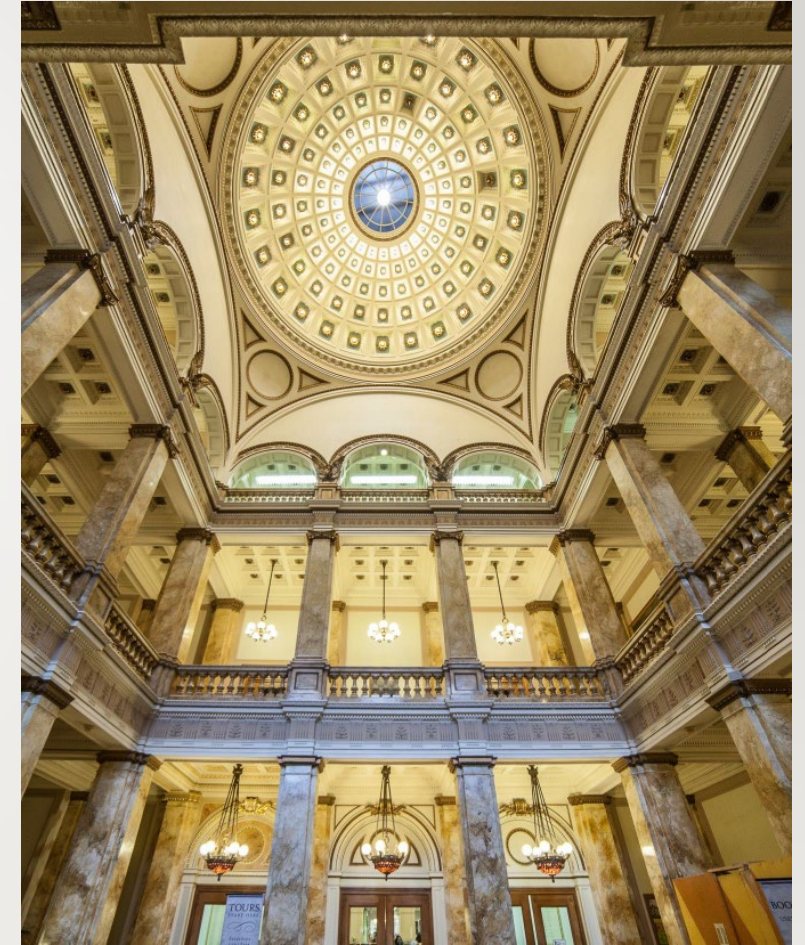
Central Library Grand Rotunda – East Wing Event Support Functions (Conference Center)



PROPOSED BOOKSELLER & CAFÉ WITH 8TH STREET ENTRY

Central Library Grand Rotunda Restoration Project

Conrad Schmitt: Examples and Design Influences



Central Library Grand Rotunda Restoration Project

Conrad Schmitt: Examples and Design Influences



Central Library Grand Rotunda Restoration Project

Conrad Schmitt: Examples and Design Influences



Left: full rotunda side elevation. Above (top to bottom): dome, arcade, and drum of rotunda.

ROTUNDA DOME



Central Library Grand Rotunda Restoration Project

Conrad Schmitt: Examples and Design Influences



Central Library Grand Rotunda Restoration Project

Conrad Schmitt: Examples and Design Influences



Central Library Grand Rotunda Restoration Project

Conrad Schmitt: Examples and Design Influences

