

**MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday March 27, 2012
Central Library Meeting Room 1
814 W. Wisconsin Ave.
Milwaukee, WI 53233**

PRESENT: Denise Callaway, Ald. Milele Coggs, Sharon Cook, John Gurda, Ald. Ashanti Hamilton, Ald. Nik Kovac, Sup. Theo Lipscomb, Sam McGovern-Rowen, Joan Prince, Dir. Mark Sain, Paula Kiely

EXCUSED: David Riemer, Marty Schreiber

STAFF: Meg Diaz, Bruce Gay, Consuelo Hernandez, Kelly Hughbanks, Joan Johnson, Emily Kearney, Dawn Lauber, Kathryn Mlsna, Taj Schoening, Crystal Sura

OTHERS Amy Hefter, Legislative Reference Bureau

PRESENT: Mary Schanning, City Attorney's Office
Elaine "Bunkie" Miller, Department of City Development

President Ashanti Hamilton called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:45 p.m. on March 27, 2012 with a quorum present. Trustee Gurda was excused at 5:35 p.m. and Trustee Callaway at 6:15 p.m. A quorum remained throughout the meeting. Items were taken out of order; however, these minutes are presented in numerical sequence.

PUBLIC COMMENT On behalf of Library Custodial Worker Mr. Keith Harris, Mrs. Harris addressed the Board. She read a statement from Mr. Harris concerning his recent intra-department transfer and a response from Director Kiely to a letter he submitted to her regarding the MPL policy for employee-owned vehicles. The public comment was accepted. A meeting was scheduled with library administration and Mr. Harris for further discussion.

APPROVAL OF MINUTES Trustee Gurda moved and Trustee Kovac seconded a motion to approve the January 24, 2012 minutes. Motion passed.

COMMITTEE REPORTS

1. **Services & Programs Committee.** Committee Chair Trustee Cook referred to the February 6, 2012 Services & Programs Committee agenda and minutes, listed as attachment B on page 23 of the agenda. Trustee Cook explained that Library Administration, along with consultation from the City Attorney's office, established an Exhibit Policy that defines guidelines that will help facilitate community requests to display material at Central and Branch libraries. The Committee reviewed the policy and recommends approval. Trustee Callaway moved and Trustee McGovern-Rowen seconded a motion to approve the Guidelines for Displays and Exhibits at Milwaukee Public Library policy. Motion passed.

1. **Services & Programs Committee**. (continued)

Trustee Cook asked Director Kiely to provide background regarding the American Library Association Bill of Rights. Director Kiely reminded the Board that at the Trustee's retreat in August 2011, the Library Bill of Rights was referenced to describe how librarians are educated and the principles on which the profession is based. The Board referred the Bill to the Services and Programs Committee for formal adoption. Trustee Cook moved and Trustee Callaway seconded a motion to approve the MPL Board adoption of the American Library Association Library Bill of Rights and have it posted at all MPL locations. Motion passed.

Trustee Cook referred to the procedure on page 31 of attachment B, the Distribution of Literature or Obtaining Petitions at Library Buildings, procedure. The Committee suggests that Library Administration review and update the current procedure and present a draft policy to the Services and Programs Committee to affirm. Trustee Lipscomb moved the recommendation. Trustee Sain seconded the motion. Motion passed.

Trustee Cook noted that for information purposes, the Committee reviewed the new MPL Collection Management Plan presented on page 35 of the agenda. The Plan is a six-page document meant to guide the library in making effective materials purchasing decisions. Informational item.

2. **Innovation and Strategy Committee**. In the absence of Chair Riemer, Trustee Kovac reported that the Innovation and Strategy Committee met on February 24, 2012 to review a draft request for proposal for hiring a strategic planning consultant. After review and discussion of the document, the consensus of the Committee, was that the draft should be rewritten and refocused on strategic directions and be less specific to library management and operations. Trustee Kovac noted that at the Trustee's retreat, three issues were identified: technology, literacy and sustainability. The Committee emphasized that a planning consultant should offer bold ideas on each issue, while challenging assumptions, and looking decades ahead in the future of the library system. The result should be a system that other libraries want to emulate. Director Kiely added that several staff members attended the Public Library Association Conference and brought back information that may inform the process in a positive way. Upon completion, the revised draft proposal will be reviewed by the Committee. Informational item.
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OLD BUSINESS

3. **Member and Resource Agreements**. At the request of President Hamilton and with no objection, agenda item 3, MCFLS Agreements, and agenda item 4, East Library Agreement were taken together. President Hamilton stated his intention to convene in closed 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. Vice-President Gurda moved and Trustee Lipscomb seconded a motion to go into closed session. The motion passed on a unanimous roll call vote. Ms. Schanning (City Attorney's Office), Ms. Miller (Department of City Development), Ms. Schoening, and Ms. Johnson (Milwaukee Public Library) remained. Trustee Cook moved

3. **Member and Resource Agreements.** (continued)
and Trustee Lipscomb seconded a motion to reconvene in open session. Motion passed. In open session, President Hamilton stated that regarding agenda item 3, Member and Resource Agreements, there was no action taken and there is no report from the closed session. President Hamilton stated further that regarding agenda item 4, East Library Developer Agreement, there was no action taken and no report from the closed session. No action taken.

4. **East Library Developer Agreement.** This item was taken together with item 3.

5. **Express Library Model Site Visit.** Trustee Coggs moved and Trustee Kovac seconded a motion to hold this item until the April 24, 2012 meeting. Motion passed.

6. **Villard Square Branch.** Director Kiely referred to the comparison report, attachment F, page 68 of the agenda. At the last meeting, the Board asked for information on the impact of a new library building on circulation and patron statistics, comparing Finney /Washington Park to Villard Avenue/Villard Square. The report was reviewed. Informational item.

NEW BUSINESS

7. **Wisconsin Department of Public Instruction Public Library Annual Report and Statement concerning Public Library System Effectiveness.** A copy of the Library Annual Report for 2011 was distributed to the Board prior to the meeting. Director Kiely explained that the library is required to file the report to the Wisconsin Department of Public Instruction, Division for Libraries, Technology, and Community Learning. The report documents funding, expenditures, collections, and other activities for the past calendar year.
The Statement Concerning Public Library System Effectiveness is part of the annual report. The statement, attachment G, page 69 of the agenda, gives an evaluation of the Milwaukee County Federated Library System (MCFLS). After a brief discussion, Trustee Lipscomb moved and Trustee Prince seconded a motion directing MPL to indicate that MCFLS did not provide effective leadership and adequately meet the needs of the library. Motion passed.

8. **Library Services and Technology Act (LSTA) Great Award.** Trustee Kovac moved and Trustee Coggs seconded a motion to hold this item until the April 24, 2012 meeting. Motion passed.

9. **Nominating Committee Appointments.** President Hamilton made the following appointments to the Nominating Committee: Trustee Prince as chair, Trustee Kovac and Trustee Sain. Nominees for President, Vice-President and Financial Secretary will be recommended and the vote will take place at the May 22 meeting. Informational item.

ADMINISTRATIVE REPORTS

10. **Personnel Actions.** Library administration reported the personnel activity for January and February. Director Kiely expressed her sympathy to the friends and family of Joseph Seipel who worked in the library's Maintenance Department for twenty-two years. Informational item.

11. **Financial Report.** The financial reports for January and February 2012 were presented. Library administration reports the financial activity:

U.S. Bancorp Commercial Paper #266068287 (rated A1/P1) dated 12/05/11 and maturing 01/04/12 at a rate of 0.09%.....	\$540,000.
U.S. Bancorp Commercial Paper #338089510 (rated A1/P1) dated 01/04/12 and maturing 02/06/12 at a rate of 0.08%.....	\$580,000.
U.S. Bancorp Commercial Paper #266069050 (rated A1/P1) dated 02/06/12 and maturing 03/07/12 at a rate of 0.08 %.....	\$575,000.

12. **Library Director's Reports.** Director Kiely summarized the Director's Report, highlighting the Facebook event that engaged over one-hundred customers providing them with book recommendations based on recent books they read. The Dr. Seuss celebration was once again a success. This program, supported by the MPL Foundation, brought over 1,000 people to the Central library on March 3, and many events are scheduled throughout the month at the branches. The statistical reports were reviewed. January and February patron and circulation counts have increased throughout the library system. The Computer, Internet and Electronic statistical report shows increases in all formats especially eBooks with an increase of almost 300% comparing the current month to the same month last year. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of March 27, 2012 was adjourned at 6:30 p.m.
