

**MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES**

**REGULAR MEETING  
MINUTES**

**Tuesday, November 26, 2024**

**Central Library  
Richard E. and Lucile Krug Rare Books Room  
814 W. Wisconsin Avenue  
Milwaukee, WI 53233**

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

**EXCUSED:** Ald. Milele Coggs, Felicia Saffold, Erika Siemsen

**STAFF:** Kelly Bolter, Nick Censoprano, Chantel Clark, Kristina Gomez, Melissa Howard, Dan Keeley, Yves LaPierre, Jennifer Meyer-Stearns, Amelia Osterud, Karli Pederson, Timothy Rush, Rebecca Schweisberger

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President Mark Sain called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:10 p.m. on November 26, 2024. Trustees Vincent and Williams participated by phone. The agenda items were taken out of order but are presented here in numerical sequence.

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**BOARD DEVELOPMENT**

**Richard E. and Lucile Krug Rare Books Room Introduction.** Timothy Rush, Librarian III, presented an overview of the Rare Books Room history and collection. The presentation is attached at the end of these minutes. The Rare Books collection was founded in 1953 by then City Librarian Richard E. Krug. His wife, Lucile, later made a generous donation to MPL which funded a renovation of the room to house the collection. In addition to managing the eclectic collection, Rare Books Room staff host regular programs, class visits, open houses, and lectures. The Rare Books collection is preserved and maintained with the goal of ensuring patrons have continued access and engagement with the materials. Informational item.

**CONSENT AGENDA**

1. **Regular Board Meeting Minutes, October 22, 2024**
2. **Committee Reports**
  - a. Executive Committee Meeting Minutes – November 13, 2024
3. **Administrative Reports**
  - a. Financial Report
  - b. Library Director’s Reports
  - c. Statistics
4. **2025 Meeting Schedule**

Chair Sain asked the Board if any items should be removed from the Consent Agenda presented as attachment A, pages 4-48 of the agenda. Hearing no objection, the Consent Agenda was approved.

## BOARD DEVELOPMENT

5. **Entrepreneur-In-Residence @ the Business Commons.** Kristina Gómez, Library Services Manager – Coordinator of Business, Technology and Periodicals, shared an overview of the Entrepreneur-In-Residency (EIR) program. The presentation is attached at the end of these minutes. MPL's first EIR program was launched in June 2024 with Elí Rivera. Mr. Rivera is the co-founder and CEO of The Way Out, a Milwaukee-based organization that connects justice-impacted individuals with workforce opportunities. The EIR program brings an expert on-site to host informational sessions and workshops, provide one-on-one mentoring, and highlight numerous library resources that are available to local entrepreneurs. The six-week program was based in Central Library's co-working space, the Business Commons, and received a great deal of positive feedback. Several participants cited the value of learning directly from experts, building networks, and connecting with their peers. MPL was awarded the 2025 WiLS Ideas to Action grant and will develop a guide that other public libraries can use to implement the EIR program. MPL is now accepting applications for the second EIR cycle, which is expected to begin in March or April 2025. Informational item.

## REPORTS

6. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Trustee Vincent reported on the November 25, 2024 meeting. The MCFLS Board approved several contracts, including: the technology & resource sharing agreement, sorting and delivery through 2026, and continuing education with Bridges Library System. In January, the MCFLS Board will vote on the Interlibrary Loan contract with MPL. In the financial report, MCFLS Executive Director Steve Hesel noted that MPL contributed \$400,000 to the OverDrive digital resource. Member libraries continue to submit completed new member agreements. The Hoopla subscription cost is being shifted to member libraries. Director Hesel and other member stakeholders will meet with representatives from Hoopla's parent company, Midwest Tape, to discuss options and pricing for reduced circulation. Informational item.
7. **Building & Development Committee.** Trustee Morgan presented the action item from the November 7, 2024 meeting.

The Department of City Development has accepted an offer to purchase the former Mill Road branch property for the price of \$135,000. The property will be renovated for commercial use as an appliance liquidation store. The Granville Advisory Committee and Alderwoman Taylor support the sale and future use of the property. Trustee Morgan moved to approve the sale of the former Mill Road branch property for a purchase price of \$135,000. Trustee Taylor seconded. Motion passed.

## NEW BUSINESS

8. **New MPL Policy Approval Request.** Chantel Clark, Associate Library Director – Strategic Initiatives and Public Services, and Kelly Bolter, Coordinator of Adult Programs & Events, presented a new MPL policy related to partnerships. The policy was listed as Attachment C of the agenda. Following approval of the revised meeting space policy, MPL identified the need to develop a partnership framework to help MPL staff when collaborating with outside organizations. The proposed policy will create a clear and consistent process to help guide the vetting of partnership requests and delineate use of meeting spaces from official partnership. Partnerships will be evaluated to ensure they align with MPL's mission and vision. To develop the policy, MPL researched American Library Association (ALA) guidelines and the practices of peer libraries. If the policy is approved, additional procedures will be created to complete the partnership request. Trustee Kowalski moved to approve the policy as proposed; Trustee Morgan seconded. Motion passed.

9. **Foundation Request for Program Support.** Library Director Joan Johnson presented a request to allocate funding from the MPL Foundation (MPLF), listed as Attachment D of the agenda. The Board previously authorized Director Johnson to provide MPLF with a list of capital projects to prioritize for fundraising, as part of the major gifts campaign. This request is related to fundraising to support library programming. Identifying priorities for funding will provide MPL and MPLF more flexibility in planning and working with donors. If approved, the request will be transmitted to the MPLF Board. Trustee Bria moved to approve the request as presented, for a total amount of \$1.2M for fiscal year 2025, with an aspiration to have as much unrestricted funding as possible. Trustee Mercado seconded. Motion passed.
10. **2025 Proposed Library Hours.** The Board reviewed the 2025 proposed library hours of operation, listed as Attachment B of the agenda. The open hours on Monday and Tuesday at Central Library have been adjusted to accommodate staffing reductions and implementation of a one shift model. Trustee Morgan moved to approve the hours as presented; Trustee Kowalski seconded. Motion passed.

#### **OLD BUSINESS**

11. **Proposed Revisions to MPL Board Operating Guidelines.** Library Director Joan Johnson presented a revised draft of the MPL Board Operating Guidelines, listed as Attachment F of the agenda. The operating guidelines were originally created in conjunction with the City Attorney's office in 2013. In 2024, revisions were made primarily to codify and document current formal procedures which are in accordance with City Service rules. At the May 28, 2024 meeting, the Board requested review of the proposed changes by the City Attorneys Office. The City Attorneys Office reviewed the document and the final version was presented to the Board. Director Johnson reviewed a summary of the edits that were made. Trustee Spiker moved to approve the proposed changes to the MPL Board Operating Guidelines. Trustee Morgan seconded. Motion passed.

#### **SPECIAL COMMUNICATION**

**Holiday Book Exchange.** The Trustees participated in the annual holiday donation.

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With no further business, the Milwaukee Public Library Board of Trustees meeting of November 26, 2024 was adjourned at 5:51 p.m.

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