MILWAUKEE PUBLIC LIBRARY

Vision

MPL is an anchor institution that helps build healthy families and vibrant neighborhoods – the foundation of a strong Milwaukee.

Mission

Inspiration starts here – we help people read, learn, and connect.

BOARD OF TRUSTEES
REGULAR MEETING

John Gurda, President
Michele Bria, Vice-President
Sup. Theo Lipscomb Sr., Financial Secretary
Paula Kiely, Secretary
JoAnne Anton, Denise Callaway, Ald. Milele Coggs, Sharon Cook,
Ald. Ashanti Hamilton, Ald. Nik Kovac, Chris Layden, Joan Prince, Dir. Mark Sain
Secretary's Assistant: Crystal Sura (414) 286-3021

Tuesday April 28, 2015
4:30 p.m.
East Library Meeting Room
2320 North Cramer Street
Milwaukee, WI 53211

AGENDA

PUBLIC COMMENT

SPECIAL COMMUNICATION

1. **Fulbright Scholar**. Director Kiely will introduce Fulbright Scholar, Tatiana Baranova, who is in Milwaukee from Belarus.

2. **Appearance by Poet Laureate**. Mr. Matt Cook, Milwaukee's newest poet laureate, will read one of his poems.

RESOURCES / RECOMMENDATIONS / RESEARCH

3. **Summer Reading/Summer Slide**. Youth Services Coordinator Kelly Hughbanks will present the science behind the Summer Reading Program and how it reduces summer slide.

CONSENT AGENDA Attachment A, page 3

4. **Regular Board Meeting Minutes March 24, 2015**.
5. **Board Correspondence.**
6. **Committee Reports**.
   Finance & Personnel Committee Meeting Minutes April 1, 2015.

7. **Administrative Reports**.
   a. Personnel Actions
   b. Financial Report
   c. Library Director's Reports

REPORTS

8. **Building and Development Committee**. Chair Bria will provide a report from the April 2, 2015 Building and Development Committee regarding a contract for the Central Library annex deck replacement, and the branch building initiative.

Attachment B, page 21

9. **MPL Foundation Update.** MPL Foundation Executive Director Ryan Daniels will report on the Foundation activities to date, the Friends of the Milwaukee Public Library update, the awareness program contribution and the Corporate Giving Program rollout.

OLD BUSINESS

10. **Follow-up to Strategic Discussion**. The Board will discuss the action taken as a result of the March discussion about the Branch Redevelopment Program and additional community feedback received and next steps.

NEW BUSINESS

11. **Milwaukee County Federated Library System (MCFLS) Strategic Planning**. The Board will discuss the Strategic Planning undertaken by MCFLS on the April 8, 2015 and Trustee Kovac will report on the April 20, 2015 MCFLS Board meeting.

Attachment C, page 25

STRATEGIC DISCUSSION

12. **Positioning Central Library as the Resource Library.** The Board will discuss opportunities for having the Central Library formally recognized as Wisconsin's Resource Library.

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

May 4, 2015 – Finance & Personnel – Central Library 2:30-5:00 p.m.
May 4, 2015 – Services & Programs – Central Library 5:30 p.m.-6:30 p.m.
May 7, 2015 – Building & Development – Central Library 8:00 a.m.-9:00 a.m.
May 26, 2015 – Regular Meeting – Central Library 4:30 p.m.-6:00 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 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.

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MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Tuesday March 24, 2015
Central Library Meeting Room 1
814 W. Wisconsin Avenue
Milwaukee, WI 53233

PRESENT: JoAnne Anton, Michele Bria, Denise Callaway, Ald. Milele Coggs, Sharon Cook, John Gurda, Ald. Nik Kovac, Sup. Theo Lipscomb, Paula Kiely

EXCUSED: Ald. Ashanti Hamilton, Chris Layden, Joan Prince, Dir. Mark Sain

STAFF: Ryan Daniels, Panola Hall, Consuelo Hernandez, Joan Johnson, Dawn Lauber, Sam McGovern-Rowen, Mary Milinkovich, Judy Pinger, Tiffany Robinson, Taj Schoening, Brooke VandeBerg

OTHERS PRESENT: Amy Hefter, Legislative Reference Bureau
Jane Dedering, HGA Architects

President Gurda called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:47 p.m. on March 24, 2015 with a quorum present. Trustees Callaway and Coggs participated via conference phone.

PUBLIC COMMENT None.

SPECIAL COMMUNICATION

1. **New Trustee Introduction**. President Gurda introduced Ms. JoAnne Anton, newly appointed to the Board by Mayor Barrett. Trustee Anton serves as a citizen member replacing former Trustee Sam McGovern-Rowen. Informational item.

RESOURCES / RECOMMENDATIONS / RESEARCH

2. **Brainfuse**. The Board was given a demonstration of the use of Brainfuse, online tutoring for learners of all ages.

CONSENT AGENDA

After asking the Board if any items should be removed from the Consent Agenda, President Gurda stated that there being no objection, the following items contained in the Consent Agenda were approved and adopted:

3. Regular Board Meeting Minutes January 27, 2015
4. Committee Reports.
   Services & Programs Committee Meeting Minutes February 2, 2015
5. Administrative Reports.
   a. Personnel Actions
   b. Financial Report
   c. Library Director's Reports

REPORTS

6. **Milwaukee County Federated Library System (MCFLS) Board**. Resource Library Representative Trustee Kovac reported on the February 9, 2015 and March 16, 2015 MCFLS Board meetings. He said that the MCFLS Board discussed routine business. He commented that discussion from the Library Directors Advisory Council involved non-county resident library access. Director Kiely noted that MPL offers a membership card for $100 that allows non-county residents to use MPL resources. Trustee Kovac added that most of the meeting was held in closed session and there were no action items. Informational item.

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7. **Building and Development Committee**. Chair Bria referred to the March 5, 2015 Building and Development Committee meeting agenda and minutes listed as attachment D, page 59 of the agenda. The Committee approved recommending to the full Board, a contract award for construction of the Tippecanoe Branch renovation to Creative Constructors LLC for a total of $3,032,700. Trustee Bria moved to approve the contract and Trustee Lipscomb seconded the motion. Motion passed.

   The Mill Road Branch Development item will be discussed under item 13 of the agenda listed as Branch Redevelopment Program under Strategic Discussion.

   Trustee Bria said that five architectural firms presented design concepts for the Forest Home Branch at its new site on Mitchell Street. After the presentations, the Committee convened in closed session to deliberate. The Committee reconvened in open session and voted to recommend awarding the architectural contract for the design of the Forest Home Branch to Hammel Green & Abrahamson (HGA). She noted that HGA designed the new East Branch, and the Committee felt that the firm's presentation responded to the RFP by meeting the balance between the historic essence of the Mitchell Street Building and combining it with a modern contemporary style. Trustee Bria added that the library's entrance will be on Mitchell Street and may help revive and engage the business district in the area. Trustee Bria moved the committee's recommendation, to award the Forest Home contract to HGA, to the Board. Trustee Kovac seconded the motion. Motion passed.

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8. **MPL Foundation Update**. MPL Foundation Executive Director Ryan Daniels reported that the Foundation Board held a strategic planning session in February and added that it was extremely well received. The Board is energized to raise money for the library and the session also ensured that the Foundation Board's goals are aligned with the Library's Strategic Plan, MPL 2020. He reported that the Foundation Board is firmly in support of the plan and the key elements such as early literacy. The Foundation will also support the awareness campaign.

   At the March 18, 2015 Foundation Board meeting, the 2015 Foundation budget was approved which includes contributions of $1.1 million to support the library. The Foundation Board approved a clean 2014 audit report and as of the end of March the Foundation will have submitted applications for grants in excess of $600,000.

8. **MPL Foundation Update**. (continued)
On March 10, 2015 the Foundation partnered with Leslie Hindman auctioneers on a joint program featuring how to build a private collection and MPL librarians discussed preservation of materials. The Foundation is also hosting other clubs and showcasing the Rare Books Room and its unique collection of materials as a means of attracting supporters.
The Friends of the Milwaukee Public Library Spring Literary Luncheon, featuring author Elizabeth Berg and her novel, "The Dream Lover" will be held at the Wisconsin Club on May 14, 2015.
Mr. Daniels said he was pleased to announce a gift from a Foundation Board member, Ms. Barbara Stein, who has committed to underwrite a new secret garden or children's garden at the Tippecanoe Branch, requesting that the garden be named in honor of Director Kiely. Informational item.

OLD BUSINESS

9. **Follow-up to Strategic Discussion**. President Gurda announced that this item will be discussed under item 13 of the agenda listed as Branch Redevelopment Program under Strategic Discussion.

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10. **Wisconsin Library System Changes Update**. Director Kiely referred to a briefing dated March 16, 2015 on the Wisconsin Library System Changes, attachment E, page 63 of the agenda. The recent development on the proposed changes to streamline the system is that the process will not move forward at this time due to the lack of government funding. Library administration is preparing a white paper that supports the Central Library as the State's Public Resource Library. Informational item.

NEW BUSINESS

11. **Wisconsin Library Association (WLA) Legislative Day**. Director Kiely referred to the Wisconsin Library Association - 2015 Legislative Day briefing dated March 13, 2015, attachment F, page 64 of the agenda. At Legislative Day, administrative staff takes advantage of the opportunity to meet with elected officials to discuss library issues. The Board reviewed the document's summary, background and recommendation. Trustee Cook recommended meeting with legislators from outside Milwaukee to enhance the library's position as a statewide resource. Informational item.

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12. **Department of Public Instruction and Statement Concerning Public Library System Effectiveness**. As required by Wisconsin Statutes, the public library annual report includes a statement on Public Library System Effectiveness, attachment G, page 67 of the agenda. President Gurda suggested the Board indicate that MCFLS did provide effective leadership to MPL. Trustee Kovac moved and Trustee Cook seconded a motion to complete the statement indicating that MCFLS did provide effective leadership and adequately meet the needs of the library. Motion passed.

STRATEGIC DISCUSSION

13. **Branch Redevelopment Program**. President Gurda introduced the topic of community feedback as it relates to the Branch Redevelopment Program. He reviewed some of the comments that were brought forward during the January 27, 2015 discussion on community engagement. One of the goals is to meaningfully communicate back to the community regarding their input on the library redevelopment projects. Two listening sessions were held in the Mill Road Library community with thirty unique parties attending. The Maures Development/Common Bond proposal would relocate the library to 7717 W. Good Hope Road. The comments indicate that community members are in favor of a new library but are concerned about the second use of the building as affordable housing units. Safety concerns were also expressed at the sessions. President Gurda shared that several Trustees attended the sessions and spoke passionately about the library as a neighborhood asset and public trust. Noting that Mill Road Library has a large service area, he asked the Trustees to consider how the Board can best balance its responsibility to honor community input and at same time balance the responsibility of what is in the best interest of the larger community. Trustee Coggs said that the legitimate quality of concerns from the community needs to be studied and evaluated. A market study of the northwest side indicates a less than 2% rental vacancy rate. Library administration found the cost of having a private firm do a traffic study of the area, in response to concerns regarding safety, to be very expensive. Trustee Kovac suggested contacting the Department of Public Works for assistance. The Board agreed that the library should respond to resident's concerns, engage more of the community on the library's plans and continue discussions with the district Alderman. The library has posted a Mill Road Library Frequently Asked Questions (FAQ) document, generated from the listening sessions, on the library development section at mpl.org. The Board expects to make a decision on the Maures Development/Common Bond proposal for a new Mill Road Library, at their May 26, 2015 regular meeting. Informational item.

With no further business, the Milwaukee Public Library Board of Trustees meeting of March 24, 2015 was adjourned at 6:12 p.m.

MILWAUKEE BUSINESS JOURNAL

825 N. Jefferson St., Suite 200 • Milwaukee, WI 53202 • (414) 278-7788

March 19, 2015

John Gurda (Board of Trustees)
City of Milwaukee/Milwaukee Public Library
814 W. Wisconsin Avenue
Milwaukee, WI 53233

Dear John,

Congratulations on your being selected as a winner for *Milwaukee Business Journal's* Real Estate Awards for your part in the Standard/Milwaukee Public Library East Branch project(s).

We're pleased with the quality of the many nominations we received for this celebration of the dynamic and growing nature of our community.

In all, 17 projects have been chosen to be winners by a panel of Milwaukee real estate experts and Milwaukee Business Journal editors and reporters.

The first and second place designations from our 17 winners will be announced at the awards luncheon, as well as the project of the year.

Here are the details:

- Milwaukee Business Journal Real Estate Awards
- Friday, April 17, 2015
- 11:30 a.m. Registration and Networking
- Noon – 1:30 p.m. Lunch and Program
- Pfister Hotel/Grand Ballroom
- Cost: $75 per person

As a winner, your project will be featured in a special editorial section within the Milwaukee *Business Journal* on April 17th. Please use the enclosed card or register on our website at www.MilwaukeeBusinessJournal.com and see the attached page for more opportunities to take advantage of the unprecedented attention that each winner can receive.

Please join us and sponsors Reinhart BoernerVan Deuren s.c. and Bank Mutual at what promises to be a great event.

Yours truly,

Mark Sabljak
Publisher

MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

March 18, 2015

To: Finance & Personnel Committee of the
Milwaukee Public Library Board of Trustees:
Chairman Sup. Theo Lipscomb, JoAnne Anton, Denise Callaway, Ald. Milele Coggs, Joan Prince, Mark Sain *all trustees are welcome to attend*
Reilly Penner & Benton LLP: Joel Joyce
MPL: Taj Schoening, Bill Lenski

Fm: Paula A. Kiely, Library Director

Re: Finance & Personnel Committee Meeting
Wednesday April 1, 2015
4:00 p.m.-4:30 p.m.
Central Library 814 W. Wisconsin Avenue, Meeting Room 1

MEETING NOTICE AND AGENDA

1. **Financial Statements and Auditors' Report**. The Financial Statements and Independent Auditors' Report of the Milwaukee Public Library Trust Fund for calendar year 2014 will be presented for approval and recommendation to the full Board.

2. **Quarterly Report of the Internal Control of the MPL Trust and Gift Funds**. Library Business Operations Manager Taj Schoening will report on internal accounting management. Attachment A, page 2

3. **Quarterly Review of Fund Investments**. The committee will review the JP Morgan Investment Management Solutions – Global Multi-Asset Group report on the performance of the MPL Trust Fund investments.

4. **Future Management of the MPL Trust Fund**. An update on the progress of selecting a Trust Fund advisor will be provided.

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814 W. Wisconsin Ave. • Milwaukee, WI 53233 • 414-

MPL MEMORANDUM

Date: March 18, 2015

To: Paula A. Kiely, Library Director

From: Taj Schoening, Library Business Operations Manager

Re: Internal Controls - First Period 2015

I have confirmed that in the first two months of 2015 Library staff followed Trust Fund internal control procedures. I am pleased to report that there were no issues with the operations of the Library Gift and Trust Fund during this period.

The Account Clerk received all checks and prepared cash receipts for each one. I reviewed and retained a copy of each cash receipt.

The Accounting Manager prepared checks and Fund Payment Requests for signature based on the Board's Check Signature Policy.

The Deputy Director received the January and February monthly bank statements and reviewed canceled checks. I prepared the monthly bank reconciliations for this period and the Accounting Manager posted all transactions to QuickBooks.

814 W. Wisconsin Avenue Milwaukee, WI 53233

MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
FINANCE & PERSONNEL COMMITTEE
MINUTES
Wednesday April 1, 2015
Central Library Meeting Room 1
814 W. Wisconsin Avenue

PRESENT: Denise Callaway, Sup. Theo Lipscomb, Joan Prince, Paula Kiely

EXCUSED: JoAnne Anton, Ald. Milele Coggs, Dir. Mark Sain

STAFF PRESENT: Bill Lenski, Taj Schoening, Crystal Sura

OTHERS PRESENT: Katie Reilly, Reilly, Penner & Benton LLC
Eric Pearson, Budget and Management Division

Chair Theo Lipscomb, called the meeting of the Board of Trustees Finance & Personnel Committee to order at 4:08 p.m. on Wednesday April 1, 2015. Trustee Callaway participated by conference phone.

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1. **Financial Statements and Auditors' Report**. The Committee received the MPL Audited Financial Statements Year Ended December 31, 2014 prior to the meeting. The independent auditors' report was summarized by Ms. Reilly of Reilly, Penner & Benton LLP. The letter regarding significant audit findings reads that no disagreements arose during the course of the audit and no significant misstatements were identified. Trustee Prince moved and Trustee Callaway seconded a motion to accept the audit as presented. Motion passed.

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2. **Quarterly Report of the Internal Control of the MPL Trust and Gift Funds**. Library Business Operations Manager Taj Schoening referred to the Internal Controls – First Period 2015 memo, attachment A, page 2 of the agenda. She noted that there were no issues with the operations of the Library Gift and Trust Fund during this period. Informational item.

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3. **Quarterly Review of Fund Investments**. The Finance and Personnel Committee received the Milwaukee Public Library J.P. Morgan Statement of Settled Transactions, Statement of Assets Summary and Detail, and a Flash Report for the months of January and February 2015, prior to the meeting. The committee briefly reviewed and accepted the reports. Informational item.

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4. **Future Management of the MPL Trust Fund**. Ms. Schoening reported on the progress of selecting a Trust Fund advisor. Four proposals were received in response to a Request for Proposal for the Milwaukee Public Library Trust Fund advisor contract. A review committee has been selected to evaluate the proposals and to select finalists who will be interviewed by the Board's Finance and Personnel Committee. Their recommendation will be forwarded to the full Board. Initially, the MPL Board and the MPL Foundation Board issued a RFP together, however the Foundation has chosen not to participate in the investment management firm interviews. It was noted, that MPL has an added requirement that the firm be a municipal advisor. The proposals will be evaluated using the following criteria: information about the firm, performance data for a comparable portfolio, experience & qualifications, investment strategy and services, and fees. The contract is expected to be finalized in June 2015. Informational item.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 4:30 p.m. on Wednesday April 1, 2015.

MILWAUKEE PUBLIC LIBRARY SYSTEM

PERSONNEL ACTIONS

COVERING PERIOD: MARCH 1, 2015 THROUGH APRIL 11, 2015
The Secretary reports the following personnel actions:

REGULAR APPOINTMENT

Samuel Conroy - Library Circulation Aide - Circulation	03/17/15
Aspen Mitchell - Library Circulation Aide - Circulation	03/17/15
Mario Rojas - Library Circulation Aide - Circulation	03/23/15
Josselin Alcantar Morales- Library Circulation Aide - Bay View	03/31/15
Jasmin Vang - Library Circulation Aide - Mill Road	03/31/15
Destiny Williams - Library Circulation Aide - WTBBL	04/07/15

EXPIRATION OF TEMPORARY APPOINTMENT

Acklen Banks - Librarian III - Extension Services	02/22/15
Nancy Torphy - Librarian III - Extension Services	03/07/15

EXPIRATION OF TEMPORARY APPOINTMENT / RESTORE TITLE

Laura Patiño - Librarian II (Librarian in Charge) - Forest Home To: Librarian I - Forest Home	03/29/14
David Sikora - Librarian V - EOS and Library Branch Manager - Zablocki To: Library Branch Manager - Zablocki and Forest Home	03/29/14

PROMOTION AFTER UNDERFILL

Laura Patiño - Librarian I to Librarian II - Forest Home	03/29/14

PROMOTION

Christy Coulter - Library Reference Assistant to Librarian I - Subj Serv / Ready Reference	03/01/15
Christina Kulp - Library Reference Assistant to Librarian I - East	03/01/15

PROMOTION / TRANSFER

Maria Burke - Library Technology Specialist - Technical Services / Automation To: Librarian I - Subject Services / Business Technology, Science and Periodicals	03/01/15
Alice Richards - Library Technology Specialist - Technical Services / Automation To: Librarian I - Washington Park	03/01/15
Beth Wisniewski - Library Circulation Assistant I - Circulation / Registration & Book Return To: Library Reference Assistant - Subject Services / Ready Reference	03/15/15

POSITION CHANGE / TITLE CHANGE / TRANSFER

Alison Ziegler - Library Circulation Assistant I - Bay View To: Office Clerk II - Business Office / Library SSS	03/15/15

TRANSFER

Timothy Rush - Librarian II - Subject Services / Bus Tech, Science & Per to Arts & Media	03/01/15
Christy Coulter - Librarian I - Subject Services / Ready Reference to Mill Road	03/15/15
Derek Marinello - Library Circulation Assistant I (1/2) - Bay View to Circulation	03/15/15
Jacqueline Rojas - Library Circulation Assistant I (1/2) - Circulation to Forest Home	03/15/15
Allison Schwartz - Library Reference Assistant - Subj Ser / Ready Ref to EOS / CLCR	03/15/15
Colleen Stehle - Library Circulation Assistant I - Forest Home to Bay View	03/15/15

CHANGE IN STATUS

Jacqueline Rojas - Lib Circulation Asst I (1/2) to Lib Circulation Asst I - Forest Home	03/15/15

VOLUNTARY DEMOTION / TRANSFER

Christopher Bodjanac - Branch Library Services Assistant - Capitol	03/29/15
To: Library Technology Specialist - Technical Services / Automation	

LEAVE OF ABSENCE 24.0 OR MORE HOURS

Nicole Yarbrough - Library Technician II - Technical Services - 50.6 hours	03/05/15
Nicole Yarbrough - Library Technician II - Technical Services - 24.1 hours	03/17/15

RETURN FROM LEAVE OF ABSENCE

Nicole Yarbrough - Library Technician II - Technical Services	03/16/15

RESIGNATION

Sarah Leipold - Library Circulation Assistant I - East	03/07/15
Shaquan Jefferson - Library Circulation Aide - Circulation	03/19/15
Valerie Chapman - Library Circulation Aide - Circulation	03/24/15

RETIREMENT

Patricia Schriefer - Librarian III - Mill Road	04/01/15
MPL Service Credit: 10 years 0 months 6 days	

MILWAUKEE PUBLIC LIBRARY
FINANCIAL REPORT
March 31, 2015

REVENUES

	2015			2014		
	Budget	Received to date	% Received	Budget	Received to date	% Received
Additional City Appropriation	$20,861,427	$5,006,148	24.0%	$20,692,441	$5,288,775	25.6%
Fines	$350,000	$79,682	22.8%	$350,000	$83,010	23.7%
Lost Materials, etc.	$124,800	$45,106	36.1%	$129,800	$27,254	21.0%
MCFLS Contracts	$713,000	$183,973	25.8%	$713,000	$12,155	1.7%
Total City Appropriation	**$22,049,227**	**$5,314,909**	**24.1%**	**$21,885,241**	**$5,411,194**	**24.7%**

EXPENSES

City

	Budget	Spent to date	% Spent	Budget	Spent to date	% Spent
Salaries	$11,938,460	$3,260,118	27.3%	$11,736,357	$3,191,146	27.2%
Fringe Benefits	$5,372,306	$1,309,098	24.4%	$5,516,088	$1,414,603	25.6%
Operating Expenses						
General Office Expense	$158,000	$8,688	5.5%	$171,158	$14,414	8.4%
Tools & Machinery Parts	$31,000	$5,844	18.9%	$26,100	$4,533	17.4%
Construction Supplies	$37,400	$10,300	27.5%	$40,900	$3,447	8.4%
Energy	$759,551	$160,513	21.1%	$743,658	$147,602	19.8%
Other Operating Supplies	$211,200	$44,891	21.3%	$262,246	$51,304	19.6%
Vehicle Rental	$8,300	$2,043	24.6%	$8,300	$1,712	20.6%
Non-Vehicle Equipment Rental	$32,700	$1,849	5.7%	$31,800	$5,348	16.8%
Professional Services	$74,000	$3,164	4.3%	$59,000	$4,857	8.2%
Information Technology Services	$311,710	$81,250	26.1%	$295,000	$22,054	7.5%
Property Services	$886,900	$105,020	11.8%	$871,862	$157,951	18.1%
Infrastructure Services	$26,000	$12,590	48.4%	$26,000	$10,300	39.6%
Vehicle Repair Services	$500	$0	0.0%	$500	$0	0.0%
Other Operating Services	$117,600	$41,164	35.0%	$137,212	$35,780	26.1%
Reimburse Other Departments	$76,900	($2,847)	-3.7%	$76,900	($1,220)	-1.6%
Total	**$2,731,761**	**$474,469**	**17.4%**	**$2,750,636**	**$458,082**	**16.7%**
Equipment						
Library Materials	$1,553,652	$241,133	15.5%	$1,566,653	$336,475	21.5%
Computers, etc.	$403,250	$23,817	5.9%	$256,110	$3,966	1.5%
Other	$49,798	$6,274	12.6%	$59,397	$6,922	11.7%
Total	**$2,006,700**	**$271,224**	**13.5%**	**$1,882,160**	**$347,363**	**18.5%**
Total City Expenses	**$22,049,227**	**$5,314,909**	**24.1%**	**$21,885,241**	**$5,411,194**	**24.7%**

MILWAUKEE PUBLIC LIBRARY
FINANCIAL REPORT
March 31, 2015

ADDITIONAL FUNDING SOURCES

	2015			2014		
	Budget	Spent to date	% Spent	Budget	Spent to date	% Spent
Other Dept. Appr.						
Villard Square Lease	$13,182	$0	0.0%	$13,182	$0	0.0%
Contract Grants						
Teacher in the Library	$100,000	$21,589	21.6%	$100,000	$23,967	24.0%
WTBBL	$968,700	$653,386	67.4%	$968,700	$643,598	66.4%
ILS	$86,803	$63,560	73.2%	$84,690	$57,431	67.8%
Total	**$1,155,503**	**$738,535**	**63.9%**	**$1,153,390**	**$724,996**	**62.9%**
Trust Fund						
Materials	$59,468	$51,244	86.2%	$53,846	$0	0.0%
Programming	$74,250	$6,966	9.4%	$23,500	$3,867	16.5%
Training	$7,200	$5,048	70.1%	$7,500	$2,294	30.6%
Marketing	$12,000	$4,372	36.4%	$11,000	$2,387	21.7%
Contingency	$1,500	$350	23.3%	$1,000	$350	35.0%
Total	**$154,418**	**$67,980**	**44.0%**	**$96,846**	**$8,898**	**9.2%**
Foundation Funds						
	Balance	Spent to date	% Spent	Balance	Spent to date	% Spent
Materials	$209,200	$83,119	39.7%	$118,481	$29,954	25.3%
Other Activities	$50,500	$11,051	21.9%	$0	$0	0.0%
Programming	$83,015	$28,059	33.8%	$98,433	$29,928	30.4%
Total	**$342,715**	**$122,229**	**35.7%**	**$216,914**	**$59,882**	**27.6%**

Investments

U.S. Bancorp Commercial Paper #266081275 (rated A1/P1) dated 03/06/15 and maturing 04/06/15 at a rate of 0.09%.....$457,000.

Director's Report
March / April 2015

National Library Week framed the activities of the past month with Fox6's Chip Brewster spending a morning "in training" as a library worker at Central Library and celebratory cake for all staff on National Library Workers Day. Building awareness of library services and programs is an ongoing effort with a special event for the Downtown Rotaract group in the Rare Books Room and a talk at the Women's Club of Wisconsin advancing this goal. Building support among funders in partnership with the Milwaukee Public Library Foundation included a reception for Mrs. Lucile Krug at the East Branch, a meeting with the Chief Executive Officer of the Donor's Forum, lunch with a local foundation president and a presentation at a donors' luncheon. Additional events included: the opening of Spitzweg Gallery and exhibit at the Grohmann Museum, the YWCA Circle of Women luncheon, the Mandi Awards dinner, the Business Journal's Real Estate Awards luncheon, where The Standard @ East Library won in the category of New Development – Residential, and a reception at Harley Davidson's corporate offices for new University of Wisconsin Milwaukee's Chancellor Mark Mone. I also met with Representative Christine Sinicki and attended a day-long strategic planning session for the Milwaukee County Federated Library System.

Events

Author Visit – Jason Reynolds. Few people can write or speak about death with such honesty and vibrancy, but Jason Reynolds had the audience laughing, crying, and even rapping at one point in his presentation at the East Branch on the evening of Monday, April 13. By partnering with Boswell Books, we were permitted the pleasure of listening to Mr. Reynolds describe the events and processes in his life that lead to his publication of two young adult novels and emphasize the deep need for young people to see themselves and their lives reflected in the stories around them. His first novel, "When I Was the Greatest" was a recent winner of the Coretta Scott King Award. Growing up, he did not like reading and writing but transformed his views when he made the connection between rap and poetry in sixth grade with the liner notes to Queen Latifah's "Black Reign." That realization determined his own path as being a creator of these stories, which he shared with the audience by reading a selection from his latest book, "Boy in the Black Suit." We had an audience of nearly 40 people, all listening raptly and responding to Jason's speech in a variety of ways that reflected the dynamic, diverse, yet unifying way he spoke of love and loss. The program concluded with Mr. Reynolds signing autographs while the crowd enjoyed homemade chocolate chip cookies, which were featured in "Boy in the Black Suit."

Programs

Happy Birthday Dr. Seuss 2015. The Central Library Betty Brinn Children's Room hosted a birthday party to celebrate the 111th birthday of Theodore Geisel, AKA Dr. Seuss, on Saturday, March 7, and a good time was had by all! Over 1,000 children and their families danced along to the Figureheads and enjoyed the juggling & storytelling talents of Chris Fascione. Artists Working in Education helped kids create intricate Seuss-inspired art and writing coach Rochelle Melander inspired onomatopoetic verse during the poetry workshop. Families decorated cookies, had their faces painted, met some turtles, matched fox's socks, and enjoyed stories in our story nook, too. The neighborhood libraries continued the celebration throughout the month of March with interactive magic shows, a special Seuss play presented by Kidsplay, and Seuss inspired urban line dancing.

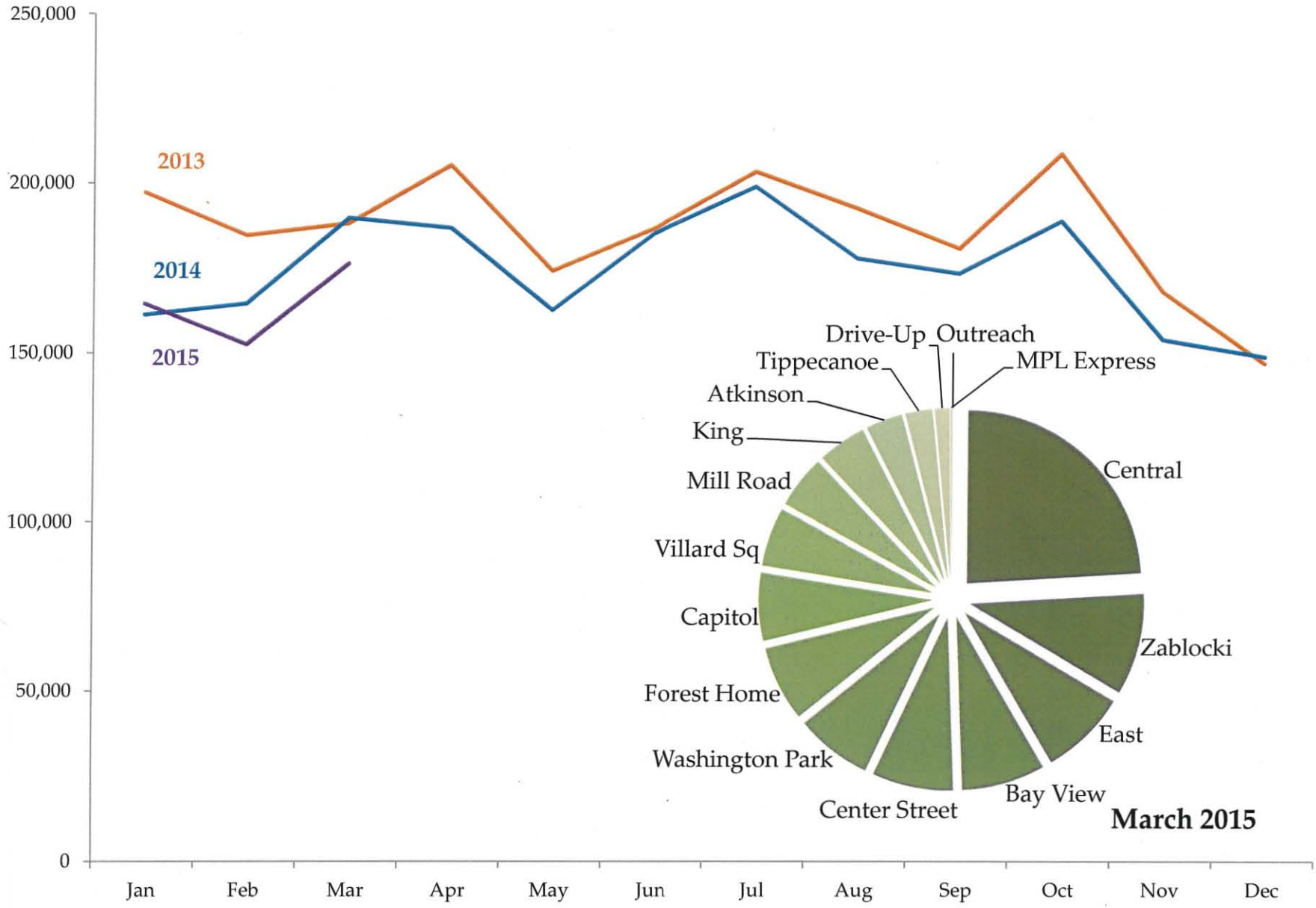
Teen Job Center. Villard Square's drop-in Teen Job Center program during spring break week was a huge success. Over the two days of the program, we had a total of 55 teens and 9 parents stop in for help filling out job applications both online and on paper, get ideas about where to apply for a summer job, and general guidance on job searching and interviewing. Each teen attending received a folder to take home full of information about job searching and interviewing, which also included applications for a few local job opportunities such as the city's Earn & Learn Program. Many teens filled out applications for their first jobs with staff assistance.

Bauhaus: Rebuilding Art and Design for the 20th Century. The 2015 Krug Educational Series got off to a fine start in the Rare Books Room on Saturday, March 21 as 39 people heard Professor Jim Slauson of the Milwaukee Institute of Art and Design (MIAD) talk about the Bauhaus art movement. A school of art and design calling itself the Bauhaus (Building House) began in Germany after World War I. Founder Walter Gropius wanted to bring together "a new guild of craftsmen who would desire, conceive and create new forms." These forms and the ideas behind them would transform the look of the 20th century. The lecture featured several original Bauhausbücher (Bauhaus Books) that were published at the time and are housed in the Richard E. and Lucile Krug Rare Books Room.

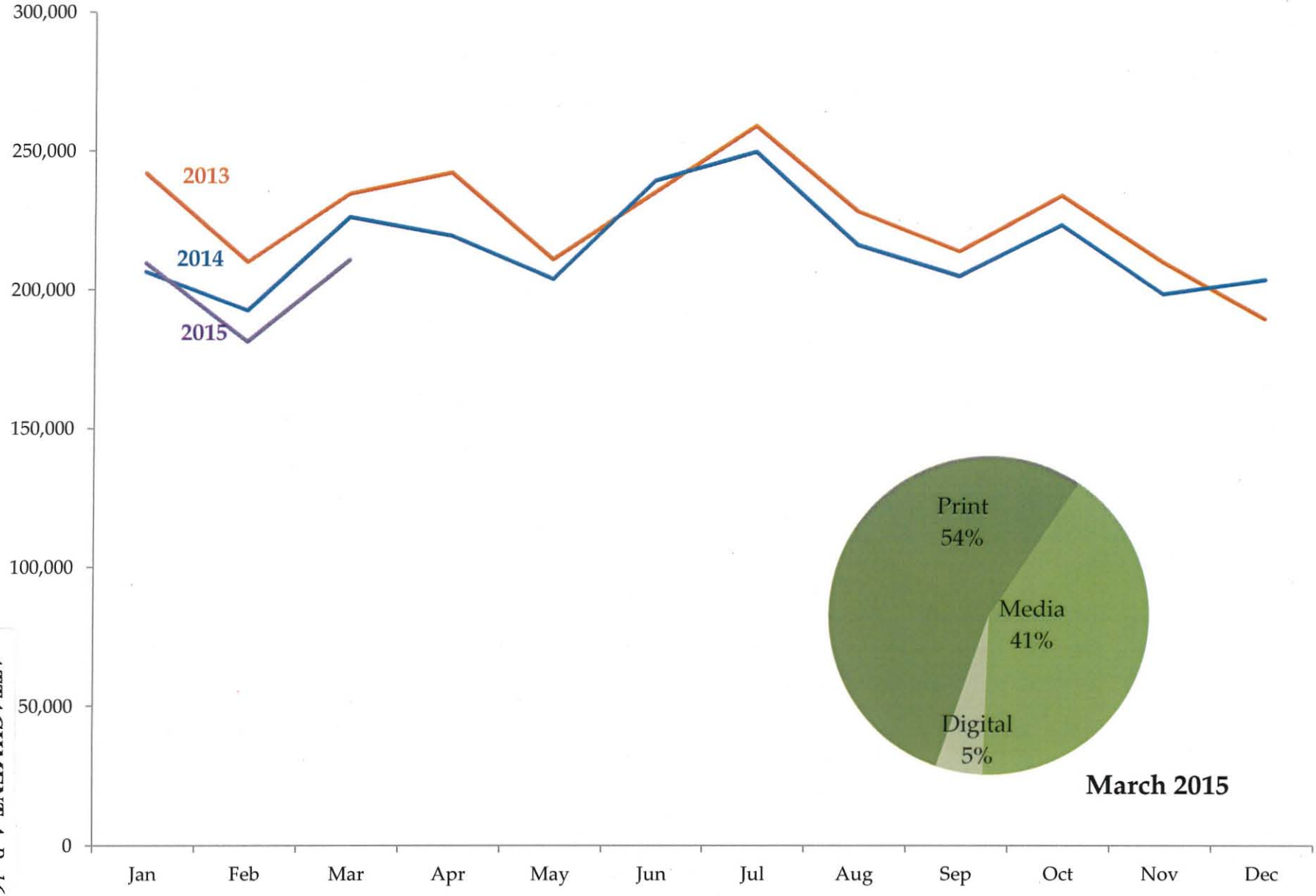
Science Café. The library hosted the Medical College of Wisconsin program titled "Do You Understand Me? Looking at Depression in Racial and Ethnic Minorities" on March 10 at Central. Nineteen enthusiastic attendees participated in Dr. Shannon Chavez-Korell's lecture and discussion on the topic. Strategies for seeking medical help in the Milwaukee community were shared. This was the first of the four 2015 Science Cafés that are scheduled. Library staff are on hand to answer questions and recommend library materials and displays for the topic at hand.

InstaMeet. This year Milwaukee Public Library celebrated National Library Week by holding its first-ever InstaMeet. InstaMeets are a chance for Instagram users to come together to connect, explore and celebrate their creativity. There was no better time to meet our Instagram friends than during the week we celebrate libraries in all their glory! Seventeen instagramers, including one very excited 8 month old, visited the dome, roof, and 4th floor while taking dozens of photos they then posted on Instagram. Attendees were asked to tag all their photos with #MPLInstameet and the collection of over 50 photos were shared with the Instagram world. The event was the perfect combination of connecting with our very active social media followers and celebrating the library's historic space.

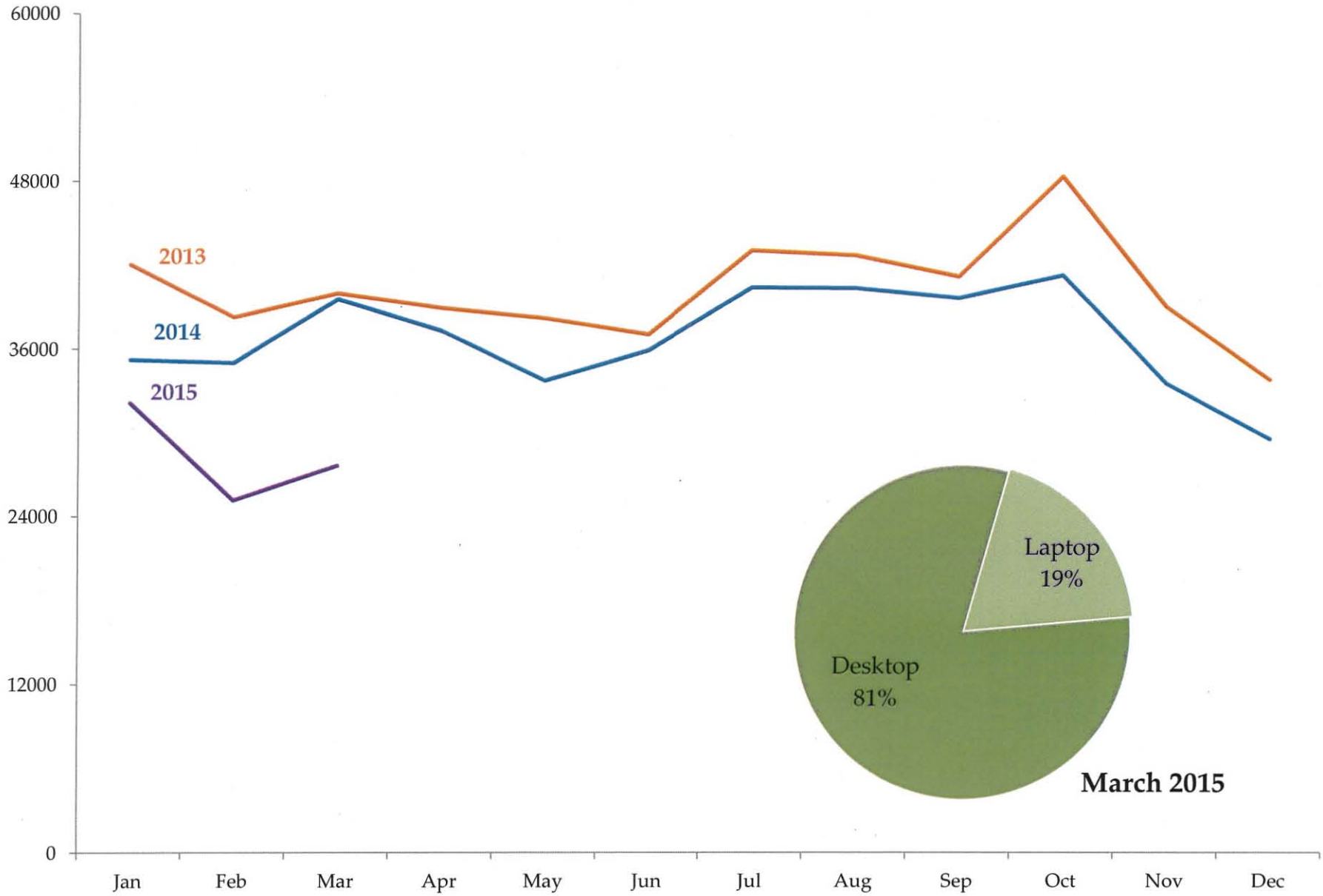
Milwaukee Public Library Visits



Milwaukee Public Library Circulation



Milwaukee Public Library Hours of Computer Usage



Milwaukee Public Library
Computer, Internet, and Electronic Statistics
March, 2015

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
	311,296	98,015	217.6%	613,234	271,621	125.8%

Database Hits [1]						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date [2]	% Increase or Decrease
	5,392	6,614	-18.5%	14,275	18,556	-23.1%
		22.3% In-library 77.7% Remote			21.9% In-library 78.1% 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	7,141	6,127	16.5%	20,799	18,096	14.9%
Audiobooks	3,134	2,390	31.1%	9,285	6,927	34.0%

Downloads of Digital Music through Freegal[3]						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
	3,203	1,972	62%	9,048	5,801	56%

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
	43,608	45,532	-4.2%	129,187	130,563	-1.1%

Paging Slips						
	This Month	Same Month Last Year	% Increase or Decrease	Year to Date	Previous Year to Date	% Increase or Decrease
Central	12,870	14,569	-11.7%	37,900	40,284	-5.9%
Atkinson	762	835	-8.7%	2,142	2,486	-13.8%
Bay View	2,549	2,984	-14.6%	7,794	8,948	-12.9%
Capitol	2,554	2,655	-3.8%	7,472	7,591	-1.6%
Center Street	1,025	1,045	-1.9%	2,906	3,121	-6.9%
East	1,956	1,193	64.0%	5,552	3,448	61.0%
Forest Home	1,004	900	11.6%	3,037	2,697	12.6%
Martin Luther King	876	748	17.1%	2,410	2,232	8.0%
Mill Road	1,229	1,009	21.8%	3,543	3,038	16.6%
Tippecanoe	626	1,423	-56.0%	2,626	4,329	-39.3%
Villard Square	959	771	24.4%	2,818	2,214	27.3%
Washington Park	1,163	922	26.1%	3,393	3,160	7.4%
Zablocki	2,403	2,335	2.9%	7,331	6,509	12.6%
YCOS--Outreach	66	337	-80.4%	342	864	-60.4%
TOTAL	30,042	31,726	-5.3%	89,266	90,921	-1.8%

[1]Effective June 2014, the method for tracking database use has changed from Cold Fusion to Google Analytics.

[2]No count for April & May 2014.

[3]Usage limit increased to 5 (from 3) per week in Oct. 2014.

MILWAUKEE
PUBLIC LIBRARY

Paula A. Kiely
Director

March 19, 2015

To: Library Building & Development Committee of the
Milwaukee Public Library Board of Trustees:
Chairperson Michele Bria, Sharon Cook, Ald. Nik Kovac, Sup. Theo Lipscomb, Mark Sain *All trustees are welcome to attend.*
Joan Johnson, Sam McGovern-Rowen, Taj Schoening, Duane Wepking

Fm: Paula A. Kiely, Library Director

Re: Library Building & Development Committee Meeting
April 2, 2015, Thursday, 8:00 a.m.-9:00 a.m.
Central Library Meeting Room 1

MEETING NOTICE AND AGENDA

1. **Contract Award for Central Library Annex Deck Replacement**. The committee will be asked to approve a contract for the Central Annex Deck.

2. **Branch Building Initiative**. The committee will discuss progress on the Forest Home and Mill Road redevelopment projects.

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

814 W. Wisconsin Ave. • Milwaukee, WI 53233 •

MPL MEMO

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

FROM: Duane Wepking, Library Facilities Manager

DATE: March 26, 2015

RE: Bids Received for Central Library – Annex Decking Replacement (Rebid) Project

The Milwaukee Public Library issued a formal public bid for replacement of the Central Library – Annex Deck. There were two alternates and three unit price values included in the bid form:

Alternate 1, Provide 90 mil EPDM membrane at existing deck, in lieu of 60 mil EPDM
Alternate 2, Provide Deck Hatch and Guard Rail

Unit Costs 1 EPDM Sheet Water proofing
Unit Costs 2 Hot Fluid Applied Waterproofing
Unit Costs 3 Structural Terrace

	Base Bid	Alternate 1	Alternate 2
Platt Construction, Inc.	$388,757	$2,440	$20,225
Wm. Sackerson Construction Co., Inc.	$285,000	$2,670	$19,800

Library administration recommends awarding the contract to Wm. Sackerson Construction Co., Inc. for the base bid, plus Alternate 1 for a total of $287,670.

MILWAUKEE PUBLIC LIBRARY
BOARD OF TRUSTEES
BUILDING & DEVELOPMENT COMMITTEE
MINUTES
Thursday April 2, 2015
Central Library Meeting Room 1

PRESENT: Michele Bria, Sharon Cook, Ald. Nik Kovac, Sup.Theo Lipscomb, Dir. Mark Sain, Paula Kiely

STAFF PRESENT: Joan Johnson, Sam McGovern-Rowen, Taj Schoening, Crystal Sura, Duane Wepking

OTHERS PRESENT: Eric Pearson, Budget and Management Division

Committee Chair Michele Bria called the MPL Board of Trustees Building & Development Committee meeting to order at 8:15 a.m. on April 2, 2015 with a quorum present. Trustee Bria participated by conference phone until she arrived in person. Trustee Lipscomb participated by conference phone.

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1. **Contract Award for Central Library Annex deck Replacement**. Library Facilities Manager Duane Wepking referred to a memo dated March 26, 2015 regarding Bids Received for Central Library – Annex Decking Replacement (Rebid) Project. The memo is attached at the end of these minutes. The library received two bids in response to a formal public bid for the annex project. Library administration recommends awarding the contract to Wm. Sackerson Construction Co., Inc. for the base bid, plus Alternate 1 for a total of $287,670. Alternate 1 is to provide 90 mil EPDM membrane (a durable synthetic rubber) at the existing deck, in lieu of 60 mil EPDM. References were checked and found satisfactory. The Committee was reminded that all MPL construction contracts include a $500 per day liquidation clause. The library also has the option of releasing a contractor that is not meeting expectations and having their bonding company pay for a new contractor to complete the project. After a brief discussion, Trustee Cook moved and Trustee Kovac seconded a motion to approve the annex decking replacement contract. Motion passed.

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2. **Branch Building Initiative**. Library Construction Project Manager Sam McGovern-Rowen reminded the Committee that the Board approved their recommendation to award the Forest Home Branch design contract to HGA. As the conceptual interior design process begins, the library is planning a multi-day charrette in May to involve the community. The design is expected to be finalized in September. The purchasing agreement between the current owners and the developer for the Hills building, where the new Forest Home Branch will be relocated, has been finalized. The buyer, Gorman and Co., is moving forward with applying for historic tax credits. The credits can be used to finance historic building rehabilitation projects. Discussion ensued regarding the exterior of the building and plans for the rear building on the property. Project update meetings will continue with District Alderman Perez and the Business Improvement District.

2. **Branch Building Initiative**. (continued)
As a follow up to community concerns regarding safety at the proposed location for the new Mill Road Branch (7717 W. Good Hope Road), it was determined that the cost of a traffic study is too expensive. Trustee Kovac suggested contacting the Department of Public Works (DPW) for assistance. Director Kiely will pursue options with DPW. Mr. McGovern-Rowen reported that all questions posed by Alderman Puente regarding the proposed project have been addressed and communication will continue throughout the decision process. Director Kiely sent a thank you letter to the Mill Road listening session attendees noting that library staff will continue to gather input from local business owners and community stakeholders and evaluate the feedback. The Mill Road Branch manager and staff are actively engaging patrons on the prospect of the new mixed-use library to solicit comments. The Maures Development/Common Bond presentation is on display at the library and comment cards are available. The Library Development section at mpl.org has been updated with the latest information since the Board's motion was made to express interest in the proposed concept. Trustee Bria suggested that postcards with the design renderings be available in select businesses around the site to engage the community with what's being considered for their neighborhood library. The Board is expected to vote on the proposal at their May 26, 2015 meeting. Informational item.

The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 8:47 a.m. on April 2, 2015.

Planning survey results for Milwaukee County Federated Library System

April 2015

Consulting

In relation to other services: lower in importance with generally moderate satisfaction.

Moderate importance with moderate satisfaction

- Develop and maintain partnerships with other agencies and organizations on behalf of the member libraries.

Low Importance with moderate satisfaction

- Provide expertise and consulting to assist with planning, developing, and evaluating services.
- Provide consultation related to local library issues as requested.

Library Technology

In relation to other services: most areas of highest importance and high satisfaction with a couple of exceptions.

High importance with higher satisfaction

- Providing technical expertise and consulting.
- Providing assistance with and support for essential member library technology services.
- Providing and supporting a stable and robust network for technology services.

High importance with lower satisfaction

- Providing a network with adequate bandwidth.

Moderate importance with moderate satisfaction

- Providing leadership and information on trends in the areas of technology.

Low importance with higher satisfaction

- Providing cooperative purchasing of computer equipment.

ILS

In relation to other services: most varied levels of importance and satisfaction

High importance with higher satisfaction

- Providing a shared ILS that meets the needs of the member libraries and their patrons.

High importance with moderate satisfaction

- Developing and utilizing a formula for cost-sharing among member libraries that is clear and equitable.

Moderate importance with higher satisfaction

- Providing leadership, information on trends and potential enhancements to the ILS.
- Providing statistics needed for the state annual report.

Moderate importance with moderate satisfaction

- Training library staff on ILS procedures and protocols.

Moderate importance with lower satisfaction

- Utilizing a decision-making process for ILS decisions that meets the needs of the member libraries and the system.
- Ensuring that lending between members is equitable.

Low importance with moderate satisfaction

- Providing cataloging services.
- Consulting and advising on ILS workflows and practices.

Low importance with lower satisfaction

- Encouraging the standardization of rules and procedures among ILS participants.

ILL & Backup Reference

In relation to other services: least importance of all services with generally moderate importance

Low importance with moderate satisfaction

- Providing a secondary ILL service that meets the needs of the member libraries and their patrons.
- Training on creating and managing interlibrary loan requests.
- Providing leadership and information on trends in the areas of reference and secondary ILL.

Electronic & Other Resources

In relation to other services: generally higher importance with moderate satisfaction

High importance with moderate satisfaction

- Sharing information with member libraries and representing the interests of the system in statewide initiatives including the Wisconsin Public Library Consortium.
- Developing and utilizing a formula for cost-sharing among member libraries that is clear and equitable.

Moderate importance with moderate satisfaction

- Providing leadership and information on trends in the area of electronic resources.

Physical Delivery

In relation to other services: split between statements with high and low importance and satisfaction falling across the scale.

High importance with higher satisfaction

- Providing a delivery service that meets the needs of the member libraries and their patrons.
- Maintaining the quality of the current delivery service, including number of days of delivery for each library and turnaround time for materials.

High importance with moderate satisfaction

- Developing and utilizing a formula for cost-sharing among member libraries that is clear and equitable.

Low importance with moderate satisfaction

- Training library staff in delivery procedures.

Low importance with lower satisfaction

- Providing leadership and information on trends in delivery.

CE

In relation to other services: generally moderate importance and moderate satisfaction

Moderate importance with moderate satisfaction

- Determining the continuing education needs that are of greatest interest to member libraries.
- Providing in-person continuing education opportunities at a location within a reasonable driving distance.

Low importance with moderate satisfaction

- Providing continuing education opportunities through webinars.
- Evaluating CE opportunities.

System Administration

In relation to other services: Moderate importance, with one exception, and mixed satisfaction

Moderate importance with higher satisfaction

- Sharing clear and comprehensive budget information with member libraries.

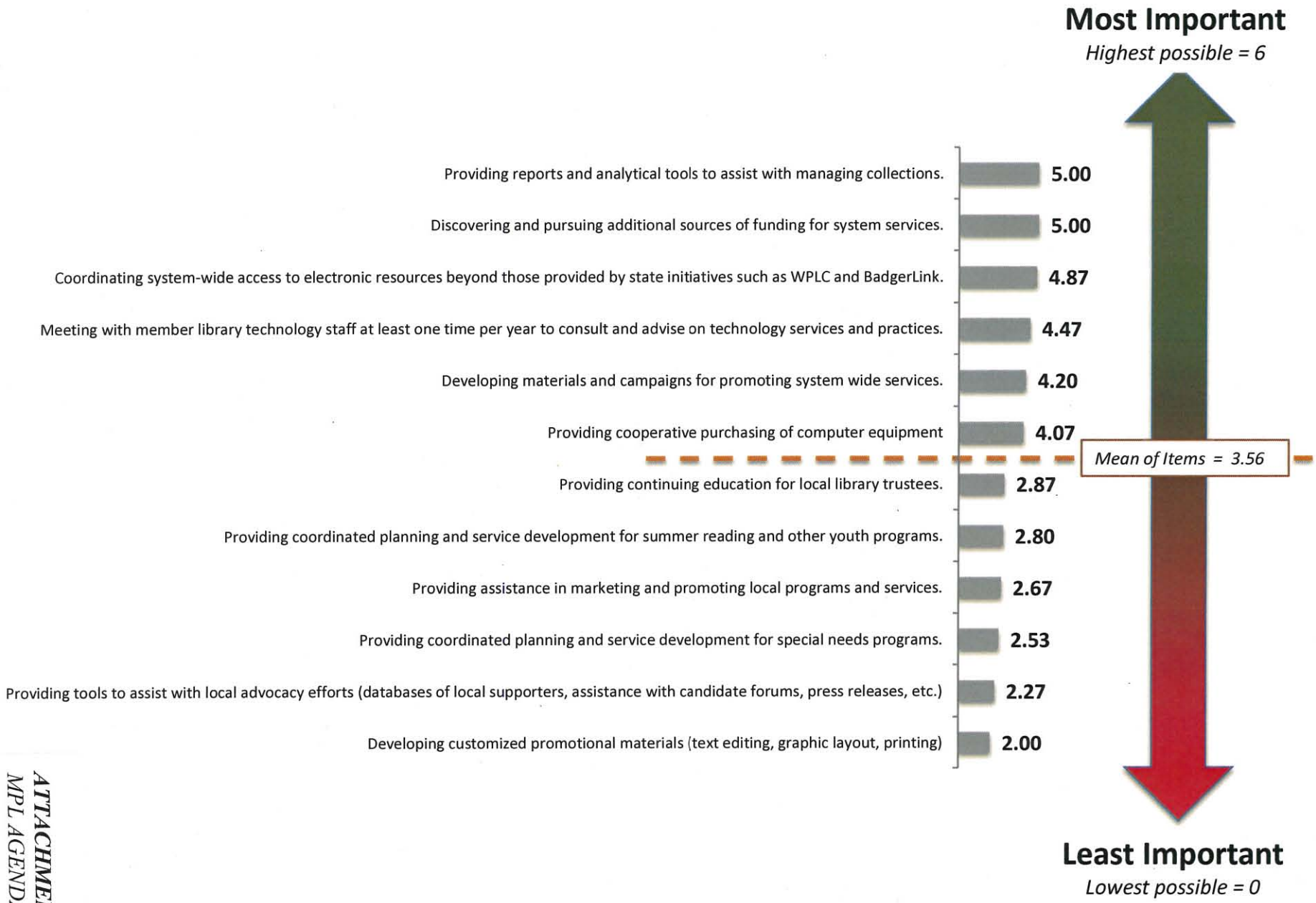
Moderate importance with lower satisfaction

- Providing a continuous mechanism for member library feedback about system services.
- Providing reciprocal borrowing and resource payments.

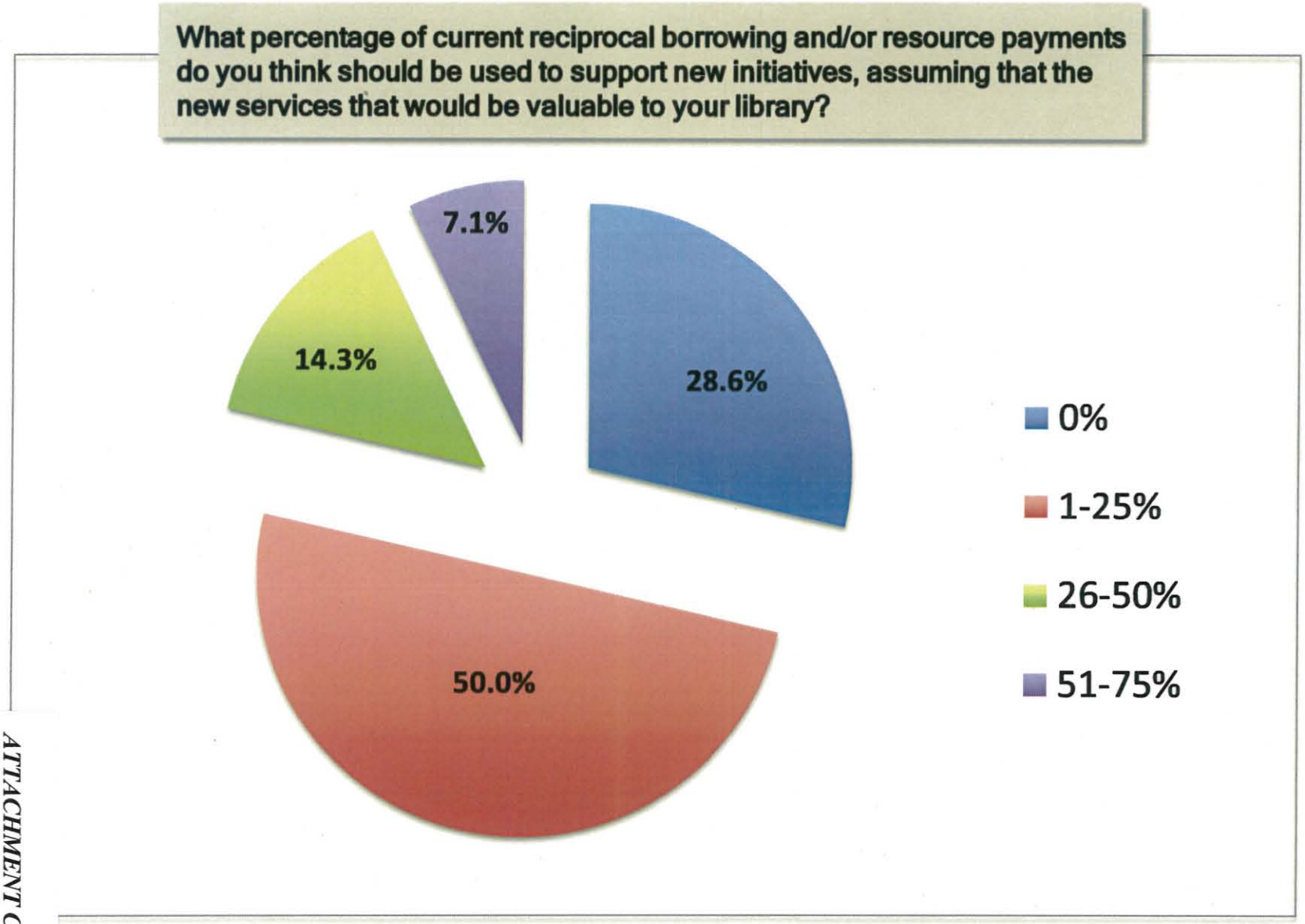
Low importance with lower satisfaction

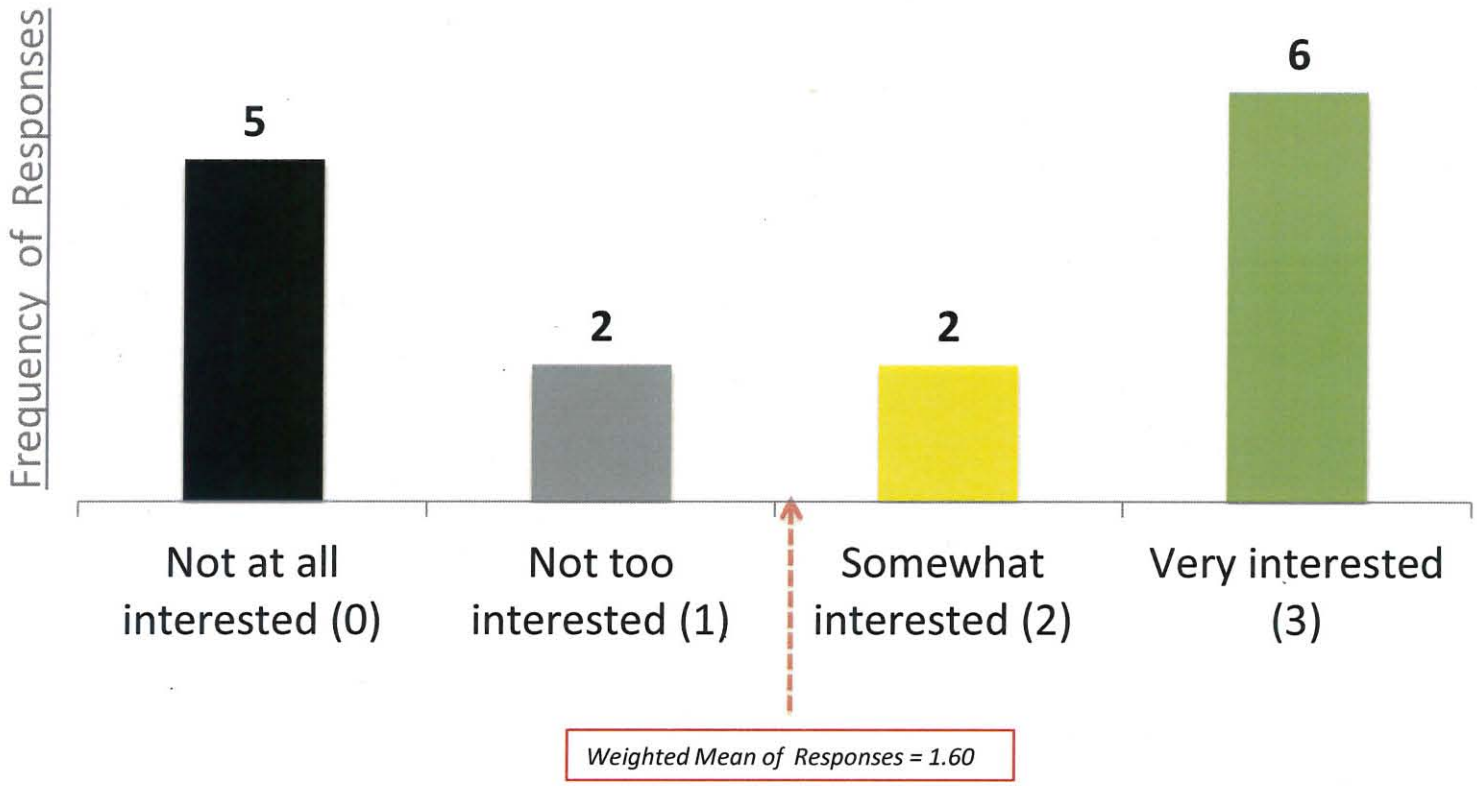
- Assist member libraries with applying for grants.

Milwaukee – New Services Importance



Milwaukee – Redirecting Reciprocal Borrowing and Resource Payments



Milwaukee – Adjacent System Borrowing

It is not currently possible for residents of communities with libraries in adjacent counties to borrow materials from Milwaukee County libraries without purchasing cards. Assuming agreements with adjacent systems were arranged, how interested would your library be in allowing these individuals to borrow materials from your library?