



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

Tuesday November 27, 2018

4:30 p.m.

Central Library

Community Meeting Room 1

814 W. Wisconsin Avenue

Milwaukee, WI 53233

AGENDA

BOARD PHOTO AND GIFT GIVING

PUBLIC COMMENT

SPECIAL COMMUNICATION

President Bria will introduce new Trustee Matt Kowalski.

Library Director Paula Kiely will introduce Dea Wright, Office of Early Childhood Initiatives Director.

CONSENT AGENDA

Attachment A, page 3

1. **Regular Board Meeting Minutes October 23, 2018.**
2. **Committee Reports.**
 - a. Finance & Personnel Committee Meeting Minutes October 23, 2018
 - b. Services and Programs Committee Meeting Minutes November 5, 2018
3. **Administrative Reports.**
 - a. Personnel Actions
 - b. Financial Report
 - c. Library Director's Report

REPORTS

4. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Nik Kovac, Resource Library Representative, will report on the November 26, 2018 MCFLS Board meeting.
5. **Building and Development Committee Meeting.** Committee Chair Mark Sain will report on the November 20, 2018 meeting.

OLD BUSINESS

6. **2019 Budget**. The Trustees will review the 2019 adopted budget for the library.

NEW BUSINESS

7. **Ad hoc Bylaws Committee**. President Michele Bria will announce appointments to an ad hoc committee that will review and recommend changes to the Board's Bylaws.
8. **2019 Library Hours**. The 2019 MPL Public Library Schedule of Hours will be presented for approval.

Attachment B, page 26

9. **Annual Meeting Calendar**. The Trustees will be asked to approve the 2019 meeting schedule.

Attachment C, page 27

STRATEGIC DISCUSSION

10. **2019 Board Plan**. The Trustees will discuss their goals and a draft meeting plan for 2019.

Attachment D, page 29

REMINDER: Next scheduled meetings are:

January 3, 2019 Building & Development Committee – Central Library, 8:00 a.m.

January 22, 2019 Finance & Personnel Committee – Central Library, 4:00 p.m.

January 22, 2019 Regular Meeting – Central Library, 4:30 p.m.

Trustees

Michele Bria, President, Joan Prince, Vice-President, Chris Layden, Financial Secretary, Ald. Milele Coggs, Ald. Nik Kovac, James Marten, Ald. Michael Murphy, Sup. Marcelia Nicholson, Dir. Mark Sain, Jennifer Smith
Paula Kiely, 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 October 23, 2018

Atkinson Library

Community Meeting Room

1960 W. Atkinson Avenue

Milwaukee, WI 53209

PRESENT: Michele Bria, Ald. Milele Coggs, Ald. Nik Kovac, James Marten, Ald. Michael Murphy, Sup. Marcelia Nicholson, Joan Prince, Mark Sain, Jennifer Smith, Paula Kiely

EXCUSED: Chris Layden

STAFF: Rachel Arndt, Eileen Force Cahill, Joan Johnson, Sarah Leszczynski, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger, Victoria Robertson, Rebecca Schweisberger

OTHERS

PRESENT: Budget and Policy Division: Mason Lavey
MPL Foundation: Ryan Daniels

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:32 p.m. on October 23, 2018 with a quorum present.

SPECIAL COMMUNICATION

President Bria read a note of thanks from Sharon Cook for her retirement gift from the Board.

PUBLIC COMMENT

Deputy Library Director Joan Johnson gave a brief introduction and history of Atkinson library. Groundbreaking began in December 1959 and the library opened in January 1961, with a dedication ceremony held in April 1961. The building was remodeled and re-dedicated in 1994. Many of the library programs and services offered when the library opened are still relevant today, including: children's story times; teen discussion groups; meeting room use by community groups; election polling; summer reading programs; employment clinics; and author visits. Atkinson library hosted an author visit from children's book illustrator Lois Ehlert, whose art can be found in the Central Library Children's Room. This location also hosts the intergenerational Garden Homes Chess Club, which meets weekly. Atkinson library serves as a 'third place' for many in the community and is frequented by children and young families, with the computer lab and other technical services in high demand.

CONSENT AGENDA

1. **Regular Board Meeting Minutes September 25, 2018.**

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

President Bria asked the Board if any items should be removed from the Consent Agenda presented as attachment B, pages 3-28 of the agenda. Trustee Prince inquired about the large decline in 'Unique Visitors to the MPL Website'. Judy Pinger, Assistant Library Director responsible for Library Information Technology and Technical Services, explained there was a correction to the data capture method to improve accuracy. Going forward, the statistics will include a note about this discrepancy. Trustee Prince also inquired about the decrease in Mill Road's statistics. Director Kiely explained the change is due to limited service as Mill Road prepares for renovation. President Bria entertained a motion to approve. Trustee Prince moved and Trustee Sain seconded a motion to approve the Consent Agenda. Motion passed.

REPORTS

7. **Finance & Personnel Committee**. Trustee Coggs reported on the October 23, 2018 meeting. The Committee recommended approval of several requests: approval for authority to expend Library Gift & Trust Funds for 2019; utilization of a gift from the Liselotte Buettner Trust for books and materials purchases in 2019; and designating Attorney Jennifer Williams as the Library's Trustee for the Elaine C. Lange Trust fund. Trustee Sain moved to approve and Trustee Nicholson seconded. Motion passed.
8. **MCFLS**. Library Public Services Area Manager Rachel Arndt reported on the October 15, 2018 meeting. The MCFLS Board approved its 2019 budget of \$4.3 million. It also approved the estimation of 2019 reciprocal borrowing costs charged to the City of West Milwaukee. As West Milwaukee does not have its own public library, charges are incurred when West Milwaukee residents use services at other MCFLS member libraries. Two Sierra servers will be replaced in 2019. MCFLS Director Steve Hesper submitted the 2019 Department of Public Instruction (DPI) MCFLS plan for approval. The plan details what services will be provided to MCFLS member libraries for the next calendar year. The MCFLS Board approved the plan. The delivery contract with Action Logistics was approved for one year. The contract will be revisited following recommendations from the Public Library System Redesign Project. The Board selected Wisconsin Library Service as the consultant on their strategic plan.
10. **MPL Foundation Report**. Milwaukee Public Library Foundation Director Ryan Daniels provided an update on fundraising. The Benjamin Franklin Awards Celebration was held on October 11, 2018 and raised over \$300,000. To date, the Foundation has raised \$1.1 million and contributed \$914,000 to the library in support of programs and materials. Additional fundraising events will be held through the remainder of the year, including a 'Wine and Book Pairing' which all Board Trustees are invited to attend. Several campaigns will be launched to introduce the Foundation to new donors. President Bria thanked Mr. Daniels and the Foundation Board for their efforts. Informational item.

OLD BUSINESS

6. **Public Library System Redesign Project**. Library Director Kiely presented a draft summary of the PLSR Steering Committee recommendations for DPI Superintendent Tony Evers. The document is attached at the end of these minutes. Director Kiely gave a brief description of the project and recommendations; discussion ensued. The Steering Committee will continue to discuss the items and prepare the final document. Director Kiely is on the writing team and is responsible for writing recommendations regarding voluntary mergers and funding formulas. She also explained the difference between the MCFLS system and the MPL system and how funding is determined at the state level. Trustee Prince asked for clarification on appointments to future task forces. Director Kiely

shared the Steering Committee recognizes the need for input from member libraries around the state and by all types of libraries. Director Kiely will recommend task forces include members from outside library systems as well. Directors from several southeastern Wisconsin (not MPL) have expressed interest in consolidating their systems. Trustee Kovac inquired if the recommendations will result in reciprocal borrowing throughout the state and, if so, how that would affect MPL's collections. Director Kiely explained for maximum efficiency the system would check for items by closest location first, so it is unlikely MPL would be unduly impacted. Database procurement and use operate differently because of licensing, so they would not likely be subject to the same borrowing guidelines. Larger delivery regions will result in lower total costs for all.

7. **Trustee Job Description**. Trustees Smith and Kovac worked with Director Kiely to revise the MPL Board Trustee Job Description. Trustee Smith presented the updated document and explained the changes. The job description was streamlined and reorganized for ease of reading. An opening paragraph was added to define the Board's role within the organization and the Trustees role to be advocates and advisors for the library. Trustee Smith made a motion to approve the revised job description. Trustee Kovac seconded. Trustee Prince commended the ad hoc committee for their work. She requested the opening paragraph be added to the first page of the agenda as a reminder of the importance of the work. Motion passed.

NEW BUSINESS

6. **Marketing Efforts**. Community Relations and Engagement Director Eileen Force Cahill gave a presentation highlighting the library's marketing efforts over the last 18 months. The Library Communications & Marketing (C&M) team has launched several extremely successful campaigns, including the Library Loud series and the re-branded Summer Reading Program. The campaigns are intended to raise the visibility of the library in the community and change perceptions of the library. MPL won the American Library Association's John Cotton Dana award for excellence in library public relations for the Library Loud campaign. In collaboration with Director Kiely, C&M created the MPL 2020 Progress Report to provide updates on successes and advancements of the Strategic Plan. MPL's social media presence has been greatly enhanced and offers a low-cost opportunity to engage with the community and library partners. C&M provides a wide variety of support for new building and redevelopment projects. Additionally, LibraryNow, Doors Open, The Big Read, Wonderful Wednesdays at MPL Express, and Job Fairs are just a few examples of the many programs C&M support. Comprehensive marketing plans, logo and branding details, signage, flyers, advertising campaigns, website maintenance, media relations, library publications, and more are managed by C&M. A new library card design was created and has been very well received. MPL-branded attire was created for outreach services. Future projects include the new Good Hope library, a specialized brochure highlighting Central Library, 2018 Annual Report, and a comprehensive style guide. Ms. Force Cahill commended C&M team members Chris Murphy and Gwen Long; their efforts, support, and experience are a great asset. Trustee Coggs stated she would like to host a Library Loud event at Martin Luther King Library during Bronzeville Week. Director Kiely complimented Ms. Force Cahill for the great presentation and all the successes over the last two years.

STRATEGIC DISCUSSION

6. **Pop-up Library Lab**. President Bria spoke about the need for trauma-informed care and services in Milwaukee and the local initiative called Scaling Wellness In Milwaukee

(SWIM), led by Marquette University President Dr. Michael Lovell. SWIM hopes to partner with other groups or universities to create a mobile unit designed for various community services. Dr. Bria and Director Kiely would like to explore the possibility of a mobile library lab unit to offer library outreach services at SWIM events. Director Kiely presented a history of MPL mobile library services, including the Bookmobile and Education and Outreach Services. She also shared photos and descriptions of various express and 'pop-up' libraries from around the country. A lively discussion ensued. Trustee Murphy noted the Bookmobile was very popular in his district; the stops were well attended and served as a social activity. Several Trustees agreed the public would be very receptive to the idea and this can reintroduce library services to the community. Mobile outreach would allow the library to meet people where they are, especially at outdoor events in summer. The Board is in agreement on pursuing options for this service. Director Kiely will continue researching and will report back.

With no further business, the Milwaukee Public Library Board of Trustees meeting of October 23, 2018 was adjourned at 5:57 p.m.

FINANCE & PERSONNEL COMM
OF
THE LIBRARY BOARD OF TRUSTEES

MINUTES

October 23, 2018

Atkinson Library

Community Meeting Room

1960 W. Atkinson Avenue

Milwaukee, WI 53209

PRESENT: Milele Coggs, Mark Sain, Jennifer Smith,

EXCUSED: Chris Layden, Michael Murphy

OTHERS

PRESENT: MPL: Paula Kiely, Joan Johnson, Jennifer Meyer-Stearns, Sarah Leszczynski, Rebecca Schweisberger

US Bank: Wayne Sattler, Richard Romero

Budget and Policy Division: Mason Lavey

Vice-chair Coggs called the meeting of the Board of Trustees Finance & Personnel Committee to order at 3:41 p.m. on Tuesday October 23, 2018 with a quorum present.

1. **Committee Meeting Minutes Review.** The committee reviewed the minutes from the July 24, 2018 meeting and September 25, 2018 special meeting. Trustee Sain moved to approve the minutes and Trustee Smith seconded. Motion passed.
2. **Quarterly Review of Fund Investments.** On behalf of U.S. Bank, Vice President and Relationship Manager Richard Romero thanked the Board for the opportunity to serve as the investment manager and custodian. He introduced Wayne Sattler, Senior Vice President & Managing Director at U.S. Bank. Mr. Sattler referred to the Investment Review Materials and provided a market overview. The investment performance of the trust fund for the period ending September 30, 2018 was reviewed. The portfolio overview was summarized. No changes to the current allocations were recommended. The committee accepted the report. Informational item.
3. **Quarterly Library Report of the Internal Control of the MPL Trust and Gift Funds.** Assistant Library Director Jennifer Meyer-Stearns referred to Attachment B of the agenda, Internal Controls – Third Period 2018 memo. She reported to the committee that all internal control processes were followed and there were no accounting issues. Informational item.
4. **Trust Fund – Authority for 2019 Expenditures.** Library Director Kiely submitted a request for authority to expend proceeds from the trust fund in 2019. The request increased from 4% for 2018 to 5%. The increase will help offset library budget reductions in the City budget. The funds are used for several library initiatives, including programming, materials, training, and marketing. Funds will also be used for Library Board development. Following questions about the current fund amount, Director Kiely presented summaries of the fund totals, revenues, and expenditures, attached at the end of these minutes. It was noted the increased request will not cover the entirety of the budget

reduction, but will help mitigate the impact. Trustee Sain moved to approve granting the request; Trustee Smith seconded. Motion passed.

5. **Donation – Liselotte Buettner Trust.** Director Kiely referred to page 8 of the agenda. The Library was initially notified about this trust fund in 2012 and received a small distribution at that time; another distribution was made at a later date. The funds have been held in the trust fund pending the estate closure. The Library has received notice the estate has been closed and final distributions have been made. Director Kiely recommends and requests using the funds to bolster the materials budget for 2019. Use of this fund for materials will cover about half of the materials budget deficit. Trustee Smith moved to approve the request; Trustee Sain seconded. Motion passed.
6. **Donation – Elaine C. Lange Trust.** Director Kiely presented a memo to the Board outlining the status of this donation and her recommendation to appoint a new Trustee. The Northern Trust Company has been designated as the Trustee, but has declined to serve in this role. The Lange Trust Fund is currently invested through Wells Fargo Bank. Director Kiely suggests the Committee nominate Attorney Jennifer Williams of Wells Fargo as the Trustee. Ms. Williams knows the Lange family and will handle disbursement of the Trust to MPL. To date, Director Kiely has not received an official report of the fund total; however, she recommends the committee give thought to how the funds will be managed. Trustee Sain moved to approve the nomination of Jennifer Williams as the Trustee; Trustee Smith seconded. Motion passed.
7. **2019 Request to the Milwaukee Public Library Foundation.** Director Kiely submitted a draft request outlining the request she will make to the Library Foundation for 2019. The document is attached at the end of these minutes. Ms. Kiely seeks Board approval and support of the request. Trustee Coggs asked if making this request would impact any future requests from the Foundation in 2019. Director Kiely confirmed it would not. Trustee Sain inquired about the origin of the Ruth Coleman Fund. Director Kiely explained how the gift came to the library and what the fund total is to date. Trustee Sain moved to approve; Trustee Smith seconded. Motion passed.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 4:22 p.m. on Tuesday October 23, 2018.

SERVICES & PROGRAMS COMM
OF
THE LIBRARY BOARD OF TRUSTEES

MINUTES

November 5, 2018

Central Library

Community Meeting Room 1

814 W. Wisconsin Avenue

Milwaukee, WI 53233

PRESENT: Milele Coggs, Jennifer Smith, Marcelia Nicholson, Michael Murphy

OTHERS

PRESENT: MPL: Paula Kiely, Joan Johnson, Jennifer Meyer-Stearns, Rachel Arndt, Michael Weber, Rebecca Schweisberger

Chair Coggs called the meeting of the Board of Trustees Services & Programs Committee to order at 5:34 p.m. on Monday November 5, 2018 with a quorum present. Chair Coggs and Trustee Murphy participated by phone.

1. **Committee Meeting Minutes Review**. The committee reviewed the minutes from the May 7, 2018 meeting. Trustee Nicholson moved to approve the minutes and Trustee Smith seconded. Motion passed.
2. **Policy Change – DVD Overdue Fine**. Deputy Director Johnson distributed a memo summarizing the project and recommendations; the memo is attached at the end of these minutes. The goals of the review were to revise the policy to be more inclusive and allow patrons to remain in good standing. To achieve this, the committee recommended simplifying circulation policies, examining and reducing barriers where possible, and continuing research regarding fines and patron behavior. The DVD fine policy was last updated in 2009. After explaining the review process and relevant data, the committee proposed reducing the fines on DVDs from \$1.00 per day to \$0.15 per day. Trustee Smith thanked the committee for the thorough report and moved to approve. Trustee Nicholson seconded. Motion passed. Trustee Nicholson inquired about how the public will be notified of this change. Deputy Director Johnson expects a communication plan will be developed and implemented prior to the change.
3. **Artwork Loan from Hales Corners Public Library**. Library Director Paula Kiely requests Board approval to enter into an agreement for long-term loan of artwork from Hales Corners Library. She submitted a memo to the Committee, listed as Attachment B of the agenda. Chair Coggs asked if the artwork will be insured and who would be responsible for that. Director Kiely does not feel insurance is required due to the value of the piece; however, a clause will be included in the agreement stating MPL will cover the cost of any damages. Trustee Nicholson stated the display will be very appreciated at the Washington Park library and she moved for approval. Trustee Smith seconded. Motion passed.
4. **Artwork Restoration**. Library Director Kiely seeks support from the Board to send three paintings from Central Library to a restoration firm in Chicago. A memo and the appraisal are listed as Attachment C of the agenda. The restoration and transportation

costs will be funded through the Foundation. Trustee Murphy moved to approve and Trustee Smith seconded. Motion passed.

5. **Safety Update.** Assistant Library Director Jennifer Meyer-Stearns and Security Manager Michael Weber presented a report on security incidents in the first and second quarter of 2018. The document is attached at the end of these minutes. Trustee Nicholson asked if new staff members are trained on how to define and report violations. Mr. Weber explained he schedules three hours of training for new librarians to ensure consistency in reporting. Ms. Meyer-Stearns noted security incidents have increased, but part of this may be attributed to staff being more comfortable with the reporting process and system. Also, full-building lock-downs have decreased since 2017. Mr. Weber described the new systems in place to lock-down buildings which has made the process consistent at the majority of MPL locations. The lock-down system cuts power to the door and sends an automatic email to Library Security. Panic buttons have also been installed at two branch libraries and Central library. The button at Central sends an automatic alert to Security; at branch libraries it starts a call to Milwaukee Police Department. MPL Security will include police response to library incidents in the year end security report. Director Kiely noted these types of silent alarms have been strategically placed at Central Library, but wider deployment is a new initiative. These alarms provide another level of support and reassurance to front line staff. Additionally, security alarm settings and processes have been updated so there is consistency among all locations. This includes use of keycards instead of manual locks. Deputy Director Johnson has created a response protocol for incidents and Mr. Weber created a peer support group. These initiatives provide quick, efficient response for staff after security incidents. Director Kiely complimented Ms. Johnson, Ms. Meyer-Stearns, Mr. Weber, and Library Facilities Manager Armando Chacon on a remarkable job of upgrading systems in the last year. Trustee Murphy agreed safety is paramount for patrons and staff, and thanked the Security team for their work. Trustee Nicholson also commended the team on their great work. Informational item.

The meeting of the Library Board's Finance & Personnel Committee was adjourned at 6:12 p.m. on Monday, November 5, 2018.



MEMO



July 19, 2018

To: Paula Kiely, Library Director, Milwaukee Public Library

Fm: Joan Johnson, Deputy Director, Milwaukee Public Library

RE: Proposed rate reduction for DVD fines

Introduction

The goal of the recommendation in this proposal, if executed, is to assure that individuals and families will have a better understanding of a simplified MPL circulation policy that can be achieved through a reduced rate on DVD fines. This will improve a patron's chances of maintaining a status of active user in good standing, avoiding the financial stresses associated with the inability to comply with library policy and reducing barriers to access.

While fines can be a motivating factor to return items on time, they may also create financial burdens for library users. In researching this topic, many articles quoted library professionals declaring that among their patron base, many families decide it's safer not to use the library at all due to fear of accumulating fines. MPL employees have certainly heard this same fear expressed by parents and caregivers when working in the community. Indeed, some libraries are eliminating fines altogether, stating that fines don't serve well enough as a deterrent, as evidenced by the debt load carried by their borrowers and that the cost to administer the collection of fines is not worth the effort. Finally, many in the profession feel that collecting fines goes against the grain of what libraries stand for, free and open access to all.

In addition to national trends, this proposal takes into account MPL's history associated with DVD fines, MPL's current rate for DVD fines relative to other libraries, the financial impact to MPL's budget, impacts of fines on patron access and the library's stated commitment to reduce barriers and facilitate equity and inclusion in all aspects of library operations.

MPL Fines History

| | |
|-----------------------|--|
| 5/4/2009 - current | \$1.00/day Adult DVD feature films; \$0.15/day all other items |
| 1/1/2009 - 5/3/2009 | \$1.00/day Adult DVD feature films; \$0.10/day all other items |
| 7/24/2003 -12/31/2008 | \$.050/day(3day Adult videos and DVDs feature films), \$0.10/day all other items |

6/1/1997 – 7/23/2003 \$.10/day all items
10/1/1966-5/31/1997 \$0.05/day all items
Prior to 10/1/1966 \$0.025/day all items

Statement of Goal to Reduce Barriers to Access/Sensitivity to Issues of Equity and Inclusion

Financial barriers to access can be prohibitive penalties for library users. It is also a priority to provide patrons with access to the materials and content they enjoy, by the delivery method they prefer. MPL's efforts to reduce barriers to access have included the following interventions.

- Legacy practices:
 - Child and YA cards do not incur fines on Milwaukee-owned materials.
 - All Milwaukee-owned items have a legacy 3-day grace period. No fines are charged on items until the fourth day overdue. (Exceptions are locations with time-stamped AMH book drops).
- From 2014 - 2015, an interdisciplinary team evaluated the fines and fees procedures. This examination resulted in changes to the fee waiving process, the fee dispute process, and introduced payment plans. These changes ensured consistency systemwide and empowered front line staff to initiate waivers that meet specific guidelines. These changes also gave managers the authority to evaluate fines outside the guidelines. Payment plans gave patrons an opportunity to make small payments to resolve outstanding fines while permitting computer access and suspending any collection agency notifications.
- In 2014, MPL began a *Lucky Day* collection of DVDs. These items cannot be placed on hold, but are available for checkout on a first come, first served basis.
- In 2015, the circulation policy for all MPL DVDs was changed from 3-day loans to 7-day loans and all locations were made *holdable*.
- In 2016, MPL offered Fine Forgiveness for any customer with MPL-issued fines. This three-week campaign welcomed back 11,475 patrons, 10,616 completed registrations, and 4,467 returned items. This campaign resulted in an immediate increase in materials circulation, patron counts, and computer usage.
- In 2017, the circulation policy for all MPL CDs was changed from 1-week loans to 3-week loans and all locations were made *holdable*.

System-wide, MCFLS policies changed to allow patrons to increase the amount of items on-hold from 15 items to 30 items, expanding access to all MCFLS patrons.

MPL Statistics on debt for DVD fines parsed by age and ZIP

In a recent snapshot, the total amount owed on DVDs was \$287,214.39. 65% of this amount is owed by residents in the following zip codes: 53206, 53212, 53204, 53218, 53208, and 53216. These zip codes have socioeconomic markers that fall into the lowest categories. When examined by age, 70% of the fines are issued to patrons ages 10 – 39, disproportionately impacting children, teens, new adults, and young families.

Many of these fines go unpaid and some of the reasons why have been gleaned from a study of 495 documented disputes collected Feb-Dec 2015. Over 30 unique and different types of reasons were given for why patrons felt they shouldn't have to pay, with claims that the items were returned on time given over 20% of the time. Approximately 3% of the time for each, patrons felt they didn't understand the policy, or couldn't afford to pay the amount. At the core of all of the reasons given is the underlying belief by patrons is that they should not be held financially responsible for overdue fines, lost and damage fees.

See Appendices 1 thru 3 for charts and details.

Impact of fines on borrower

The chart below illustrates how a new adult borrower who has checked out the maximum number of DVDs (5) upon receiving a new library card is impacted at various fine rates when the items are returned the day after the grace period ends. On that day, **fines accrue for all four days**. As patrons move into regular borrower status and are able to checkout up to 20 DVDs, the impact is greatly multiplied and can be devastating for many MPL borrowers, particularly young families, MPL's primary target population.

The current fine policy:

| | | | |
|---|------------------|-----------------------|------------------|
| .15 per day (all items except adult DVDs) | .60 x 5 items | \$3.00 overdue fines | Card not blocked |
| \$1.00 per day (adult DVD features) | \$4.00 x 5 items | \$20.00 overdue fines | Card is blocked |

Examples of impact at various alternative fine rates for adult DVD features:

| | | | |
|-------------|------------------|-----------------------|------------------|
| .20 per day | .80 x 5 items | \$4.00 overdue fines | Card not blocked |
| .25 per day | \$1.00 x 5 items | \$5.00 overdue fines | Card not blocked |
| .30 per day | \$1.20 x 5 items | \$6.00 overdue fines | Card is blocked |
| .50 per day | \$2.00 x 5 items | \$10.00 overdue fines | Card is blocked |
| .60 per day | \$2.40 x 5 items | \$12.00 overdue fines | Card is blocked |

Peer cities and MCFLS suburban DVD fines as of April 2018:

| City | Adult DVD | Suburban Library | Adult DVD feature |
|-----------|-----------|------------------|-------------------|
| Baltimore | \$1.00 | Brown Deer | \$1.00 |
| Buffalo | \$1.00 | Cudahy | \$0.10 |

| | | | |
|------------------|--------------------------|-----------------|--------|
| Cincinnati | \$2.00 | Franklin | \$0.50 |
| Cleveland | \$1.00 new, other \$0.10 | Greendale | \$0.15 |
| Columbus, OH | Eliminated fines 1/1/17 | Greenfield | \$0.15 |
| Detroit | \$1.00 | Hales Corners | \$0.10 |
| Kansas City | \$1.00 | North Shore | \$1.00 |
| Minneapolis | \$0.30 | Oak Creek | \$0.10 |
| Omaha | \$0.25 | St. Francis | \$1.00 |
| Pittsburg | \$0.10 | Shorewood | \$0.50 |
| St. Louis | \$0.50 | South Milwaukee | \$0.10 |
| St. Paul | \$1.00 | Wauwatosa | \$1.00 |
| Toledo | \$0.50 | West Allis | \$0.50 |
| | | Whitefish Bay | \$0.50 |

Recommendation

The committee recommends reducing the fines on DVDs from \$1.00 per day to .15 cents per day. This would result in a universal rate for all MPL materials, and help simplify communications to borrowers regarding MPL circulation policies. Though lower than the national average (see Appendix 4), this change would also bring MPL into alignment with six other MCFLS libraries at which DVD fines are equal to the fines on all other materials (highlighted above).

The rate change is expected to result in fewer blocked cards, and possibly an increase in fines paid at the lower rate:

| | | | |
|---|---------------|----------------------|-------------------------|
| .15 per day (all items except adult DVDs) | .60 x 5 items | \$3.00 overdue fines | Card not blocked |
|---|---------------|----------------------|-------------------------|

In keeping with MPL’s strategic plan goals to better engage the city’s young families, a rate reduction will help minimize the number of borrowers who become disenfranchised from MPL when they are unable to abide by MPL’s current circulation policies. An additional benefit is that residents who mistakenly assume that policies are the same at all libraries in the County will not be penalized as severely as they are now when circumstances impede their ability to return materials on time.

Challenges going forward

It will be necessary for MPL staff to defend a rate reduction as outsiders question the wisdom of reducing the flow of funds into a coveted revenue stream. Though the financial impact to MPL’s budget is minimal, it is not a negligible amount. The chart below shows actual revenue from fines in recent years:

| | 2017 | % total budget* | 2016 | % total budget* | Projected lost revenue |
|----------------|-----------|-----------------|-----------|-----------------|------------------------|
| Fines | \$193,943 | 1.09% | \$225,899 | 1.29% | \$19,901 |
| Lost Materials | \$117,600 | 0.66% | \$120,000 | 0.69% | N/A |

*City appropriation

MPL’s argument is that we place a greater value on free and open access to all, and building communal relationships than we do on building transactional relationships. The goal is not to use fines as a source for revenue, but to encourage borrowers to return items on time so that these shared materials can be available for use by others.

Finally, MPL patrons would still be subject to paying higher fines on materials from 8 suburban libraries. The hope is that MPL’s decision to align with 6 other suburban libraries with lower fines will help to tip the balance for those remaining libraries to seriously consider following suit.

MILWAUKEE PUBLIC LIBRARY SYSTEM

PERSONNEL ACTIONS

COVERING PERIOD: OCTOBER 7, 2018 THROUGH NOVEMBER 3, 2018

The Secretary reports the following personnel actions:

TEMPORARY ADDITIONAL ASSIGNMENT

Amelia Osterud - Library Branch Manager - Mill Road 10/14/18
To: Library Branch Manager - Mill Road and Capitol

PROMOTION

Hannah Purdy - Library Circulation Aide to Library Circulation Assistant I (LPT) - Center Street 10/21/18

PROMOTION / TRANSFER

Matthew Pacyna - Library Technician II - Technical Services / Acquisitions & Serials 10/21/18
To: Office Assistant III - Business Office

TRANSFER

Kim Johnson - Librarian III - Washington Park to Atkinson 09/23/18

CHANGE IN STATUS

Jasmin Vang - Library Circulation Assistant I (LPT) to Library Circulation Assistant I - Mill Road 10/07/18

LEAVE OF ABSENCE 24.0 OR MORE HOURS

Dalia Castro - Library Circulation Assistant I - Zablocki - 20 days 09/25/18
Stephanie Burks - Library Circulation Assistant I - WTBBL - 45.0 hours 10/08/18
Alexis Humphries - Library Circulation Assistant I - Martin Luther King - 6 days 10/16/18
Gabriel Villa - Library Circulation Assistant I (LPT) - Zablocki - 43 days 10/21/18
Stephanie Burks - Library Circulation Assistant I - WTBBL - 78.4 hours 10/22/18

RETURN FROM LEAVE OF ABSENCE

Dalia Castro - Library Circulation Assistant I - Zablocki 10/15/18
Alexis Humphries - Library Circulation Assistant I - Martin Luther King 10/22/18

RESIGNATION - EXPIRATION OF EXEMPT APPOINTMENT

Kenya Tennione - Teen Outreach Intern - EOS / CLCR 08/11/18

RESIGNATION

Lori Kreis - Library Branch Manager - Capitol 10/14/18
Chantella Thomas - Library Circulation Aide - Circulation 10/21/18
Sonya Williams - Library Services Assistant - WTBBL 10/27/18

**Milwaukee Public Library
Financial Report
October 31, 2018**

2018

2017

City Revenues

| | Budget | Received to date | % Received |
|--------------------------------------|----------------------|----------------------|--------------|
| <i>Additional City Appropriation</i> | \$ 22,240,763 | \$ 18,243,264 | 82.0% |
| <i>Fines</i> | \$ 225,000 | \$ 172,990 | 76.9% |
| <i>Lost Materials, etc.</i> | \$ 101,800 | \$ 67,117 | 65.9% |
| <i>MCFLS Contracts</i> | \$ 744,000 | \$ 564,322 | 75.8% |
| Total City Appropriation | \$ 23,311,563 | \$ 19,047,693 | 81.7% |

| | Budget | Received to date | % Received |
|--------------|----------------------|----------------------|--------------|
| | \$ 22,803,431 | \$ 18,105,442 | 79.4% |
| | \$ 245,000 | \$ 180,118 | 73.5% |
| | \$ 117,600 | \$ 72,817 | 61.9% |
| | \$ 725,000 | \$ 557,981 | 77.0% |
| Total | \$ 23,891,031 | \$ 18,916,358 | 79.2% |

City Expenses

Salaries & Benefits

| | Budget | Spent to date | % Spent |
|------------------------|----------------------|----------------------|--------------|
| <i>Salaries</i> | \$ 12,640,806 | \$ 10,415,361 | 82.4% |
| <i>Fringe Benefits</i> | \$ 5,676,770 | \$ 4,573,149 | 80.6% |
| Total | \$ 18,317,576 | \$ 14,988,510 | 81.8% |

| | Budget | Spent to date | % Spent |
|--------------|----------------------|----------------------|--------------|
| | \$ 12,962,640 | \$ 10,093,914 | 77.9% |
| | \$ 5,729,318 | \$ 4,567,097 | 79.7% |
| Total | \$ 18,691,958 | \$ 14,661,011 | 78.4% |

Operating Expenses

| | Budget | Spent to date | % Spent |
|--|---------------------|---------------------|--------------|
| <i>General Office Expense</i> | \$ 130,000 | \$ 67,111 | 51.6% |
| <i>Tools & Machinery Parts</i> | \$ 30,800 | \$ 23,123 | 75.1% |
| <i>Construction Supplies</i> | \$ 38,000 | \$ 39,211 | 103.2% |
| <i>Energy</i> | \$ 664,179 | \$ 571,133 | 86.0% |
| <i>Other Operating Supplies</i> | \$ 178,027 | \$ 142,317 | 79.9% |
| <i>Vehicle Rental</i> | \$ 7,000 | \$ 6,351 | 90.7% |
| <i>Non-Vehicle Equipment Rental</i> | \$ 30,000 | \$ 23,549 | 78.5% |
| <i>Professional Services</i> | \$ 182,500 | \$ 159,831 | 87.6% |
| <i>Information Technology Services</i> | \$ 406,579 | \$ 396,568 | 97.5% |
| <i>Property Services</i> | \$ 943,689 | \$ 896,817 | 95.0% |
| <i>Infrastructure Services</i> | \$ 28,000 | \$ 23,411 | 83.6% |
| <i>Vehicle Repair Services</i> | \$ 500 | \$ 6,825 | 1365.0% |
| <i>Other Operating Services</i> | \$ 221,700 | \$ 143,250 | 64.6% |
| <i>Reimburse Other Departments</i> | \$ 68,000 | \$ 41,236 | 60.6% |
| Total | \$ 2,928,974 | \$ 2,540,733 | 86.7% |

| | Budget | Spent to date | % Spent |
|--------------|---------------------|---------------------|--------------|
| | \$ 158,158 | \$ 84,618 | 53.5% |
| | \$ 31,000 | \$ 16,055 | 51.8% |
| | \$ 38,000 | \$ 24,810 | 65.3% |
| | \$ 809,700 | \$ 568,813 | 70.2% |
| | \$ 199,615 | \$ 184,802 | 92.6% |
| | \$ 8,300 | \$ 5,323 | 64.1% |
| | \$ 32,700 | \$ 20,980 | 64.2% |
| | \$ 75,000 | \$ 82,288 | 109.7% |
| | \$ 357,198 | \$ 414,610 | 116.1% |
| | \$ 1,033,245 | \$ 951,632 | 92.1% |
| | \$ 28,000 | \$ 13,253 | 47.3% |
| | \$ 1,500 | \$ - | 0.0% |
| | \$ 137,100 | \$ 136,719 | 99.7% |
| | \$ 79,900 | \$ 56,637 | 70.9% |
| Total | \$ 2,989,416 | \$ 2,560,540 | 85.7% |

Equipment

| | Budget | Spent to date | % Spent |
|--------------------------|---------------------|---------------------|--------------|
| <i>Library Materials</i> | \$ 1,751,774 | \$ 1,358,105 | 77.5% |
| <i>Computers, etc.</i> | \$ 251,839 | \$ 109,483 | 43.5% |
| <i>Other</i> | \$ 61,400 | \$ 50,862 | 82.8% |
| Total | \$ 2,065,013 | \$ 1,518,449 | 73.5% |

| | Budget | Spent to date | % Spent |
|--------------|---------------------|---------------------|--------------|
| | \$ 1,751,774 | \$ 1,386,694 | 79.2% |
| | \$ 371,883 | \$ 234,745 | 63.1% |
| | \$ 86,000 | \$ 73,368 | 85.3% |
| Total | \$ 2,209,657 | \$ 1,694,807 | 76.7% |

| | | | |
|----------------------------|----------------------|----------------------|--------------|
| Total City Expenses | \$ 23,311,563 | \$ 19,047,693 | 81.7% |
|----------------------------|----------------------|----------------------|--------------|

| | | | |
|--------------|----------------------|----------------------|--------------|
| Total | \$ 23,891,031 | \$ 18,916,358 | 79.2% |
|--------------|----------------------|----------------------|--------------|

**Milwaukee Public Library
Financial Report
October 31, 2018**

2018

2017

Additional Funding Sources

Other Departmental Appropriation

| | Budget | Spent to date | % Spent |
|------------------------------|------------------|------------------|--------------|
| <i>Villard Square Lease</i> | \$ 13,182 | \$ 13,182 | 100.0% |
| <i>Mitchell Street Lease</i> | \$ 54,000 | \$ 40,500 | 75.0% |
| Total | \$ 67,182 | \$ 53,682 | 79.9% |

| | Budget | Spent to date | % Spent |
|--------------|------------------|------------------|--------------|
| | \$ 13,182 | \$ 13,182 | 100.0% |
| | \$ 36,000 | - | 0.0% |
| Total | \$ 49,182 | \$ 13,182 | 26.8% |

Contract Grants

| | Budget | Spent to date | % Spent |
|-------------------------------|---------------------|-------------------|--------------|
| <i>Teacher in the Library</i> | \$ - | \$ - | 0.0% |
| <i>WTBBL</i> | \$ 989,520 | \$ 311,250 | 31.5% |
| <i>ILS</i> | \$ 96,900 | \$ 25,470 | 26.3% |
| Total | \$ 1,086,420 | \$ 336,720 | 31.0% |

| | Budget | Spent to date | % Spent |
|--------------|---------------------|-------------------|--------------|
| | \$ 100,000 | \$ 72,227 | 72.2% |
| | \$ 968,700 | \$ 294,254 | 30.4% |
| | \$ 96,297 | \$ 27,391 | 28.4% |
| Total | \$ 1,164,997 | \$ 393,872 | 33.8% |

Trust Funds

| | Budget | Spent to date | % Spent |
|--------------------------|-------------------|-------------------|--------------|
| <i>Materials</i> | \$ 64,000 | \$ 54,615 | 85.3% |
| <i>Programming</i> | \$ 33,750 | \$ 20,457 | 60.6% |
| <i>Training</i> | \$ 11,000 | \$ 9,645 | 87.7% |
| <i>Marketing</i> | \$ 23,000 | \$ 20,327 | 88.4% |
| <i>Contingency</i> | \$ 2,988 | \$ 2,058 | 68.9% |
| <i>Board Development</i> | \$ 5,000 | \$ 14,923 | 298.5% |
| <i>Headline</i> | \$ 5,000 | - | 0.0% |
| <i>Strehlow 50+</i> | \$ 44,417 | \$ 1,586 | 3.6% |
| Total | \$ 189,155 | \$ 123,611 | 65.3% |

| | Budget | Spent to date | % Spent |
|--------------|-------------------|------------------|--------------|
| | \$ 65,100 | \$ 53,642 | 82.4% |
| | \$ 32,000 | \$ 16,686 | 52.1% |
| | \$ 10,000 | \$ 5,909 | 59.1% |
| | \$ 22,000 | \$ 6,505 | 29.6% |
| | \$ 2,022 | \$ 913 | 45.2% |
| | \$ - | \$ - | 0.0% |
| | \$ - | \$ - | 0.0% |
| | \$ 46,278 | \$ 1,036 | 2.2% |
| Total | \$ 177,400 | \$ 84,691 | 47.7% |

Foundation Funds

| | Budget* | Spent to date | % Spent |
|--------------------|---------------------|---------------------|--------------|
| <i>Materials</i> | \$ 615,637 | \$ 225,125 | 36.6% |
| <i>Programming</i> | \$ 2,054,297 | \$ 831,874 | 40.5% |
| Total | \$ 2,669,934 | \$ 1,056,999 | 39.6% |

| | Budget* | Spent to date | % Spent |
|--------------|---------------------|-------------------|--------------|
| | \$ 595,779 | \$ 219,923 | 36.9% |
| | \$ 1,574,831 | \$ 456,993 | 29.0% |
| Total | \$ 2,170,610 | \$ 676,916 | 31.2% |

* Foundation budget includes annual amount committed by the MPL Foundation plus prior year carryover

Investments

No funds were invested this period.

Director's Report November 2018

The final months of the year regularly brings a flurry of activity. We work to wrap up budget activities and squeeze in final programs and events before the holidays are upon us. This year is no different. With no amendments for the library, our final budget is ready for final review and the schedule of hours is scheduled for approval. A new permanent exhibit of original artwork from children's author and illustrator Rosemary Wells was installed, and two new names were added to the Wisconsin Writers Wall of Fame, John Ridley and Orson Wells. Construction on the new library on Good Hope Road continues, our development partners on the Martin Luther King branch library are making progress on a new plan, and a Request for Proposal to redevelop the Capitol branch will be released next month. A number of staff and I attended the Wisconsin Library Association's Annual Conference in La Crosse, WI and we presented and attended an array of professional development sessions. Dea Wright, the new Office of Early Childhood Initiatives Director started and will be introduced at the November meeting. We accepted a WCREW Impact Award for the Mitchell Street Redevelopment along with partner Gorman Company. Finally, work on the annual report has already begun, which will capture the entire year of achievement.

MPL HELPS PEOPLE READ

Author Visit: John Gurda. Author, journalist, and local historian John Gurda visited the **Loos Room of Centennial Hall** on October 1st to share from his latest book and expand on his popular Milwaukee Public Television documentary, *Milwaukee: A City Built on Water*. Telling tales of brewers, brick makers, ecologists, and engineers, Gurda explored Milwaukee's complicated connection with its most precious resource: water. A Q&A session and book signing followed the presentation. The event was co-sponsored by the Wisconsin Society Historical Press and Boswell Book Company. Attendance: 184.

Author Visit: Megan McDonald and a Judy Moody Right Royal Tea Party. Beloved character Judy Moody is in for another adventure in author Megan McDonald's newest book *Judy Moody and the Right Royal Tea Party*. What better way to celebrate than for Milwaukee Public Library to host our own very royal tea party! As part of a national tour, Ms. McDonald joined over 70 guests in the **Loos Room of Centennial Hall** for tea, cupcakes, and craft making during a fun-filled afternoon. The author shared her inspiration for Judy Moody, including some early versions of Judy by illustrator Peter Reynolds. Ms. McDonald also talked about the process of writing books- how a book can start as a simple idea written on a napkin and then be transformed. A Q&A and book signing followed the presentation. Co-sponsored Boswell Book Company. Attendance: 71.

The Great American Read Finale Screening. October saw the wrap up of The Great American Read project in partnership with Milwaukee PBS and a grant from the American Library Association (ALA). The Great American Read was an eight-part television series with viewer participation to select America's favorite novel. It explored our shared human experience through the prism of 100 diverse books. Over the summer MPL hosted Summer Reading Picnics featuring local authors discussing their favorite books. On October 23rd, MPL and Milwaukee PBS hosted a finale party at the Milwaukee Area Technical College downtown campus. The party featured book giveaways and resource tables and live viewing of the finale. Attendance: 64.

MPL HELPS PEOPLE LEARN

Outreach Event: Teaching and Leadership Conference. MPL Education and Outreach staffed a resource table at the Teaching & Leadership Conference sponsored by the Center for Urban Teaching. Staff shared library information with 90 of the 300 attendees, highlighting MPL's resources for teachers, students, and parents including the Teacher Card, Books for Your Classroom deposit collections, Teacher in the Library, etc. Conference attendees were able to sign up for new library cards or renew expired cards. Participation: 90.

Outreach Event: Pathways to Quality Conference. MPL Education and Outreach staffed a resource table at the Pathways to Quality Conference for early childhood education professionals. Staff shared library information with 115 attendees, highlighting MPL's resources for early childhood educators including Books2Go cards, information on the Ready to Read program and child care provider workshops, etc. Conference attendees were able to sign up for new library cards or renew expired cards. Ready to Read staff also presented a breakout workshop entitled "Using Books to Encourage Positive Behavior." Participation: 150.

Social Security 101. The Social Security Administration presented the Social Security 101 program at the **Capitol and Atkinson branches** in October. The program shares the basics of social security, including eligibility guidelines, survivor and spouse benefits, and disability qualifications. Attendance: 8.

Medicare, Medicaid & You. On October 18, **Center Street** library hosted two representatives from UnitedHealthcare to discuss coverage options, benefits, and qualifications for FREE enrollment in Medicaid or Medicare. Each attendee received a bag of fresh vegetables to encourage healthy eating habits. Attendance: 40

MPL HELPS PEOPLE CONNECT

LGBTQ History Month Stonewall Stage Talk with Dick Wagner. In partnership with Milwaukee Pride and the Wisconsin LGBTQ History Project, Milwaukee Public Library hosted author and historian Dick Wagner in the Krug Rare Books Room of **Central Library** in honor of National LGBT History Month. "We've Been Here All Along" was Milwaukee Pride's first Stonewall Stage Talk, a new community education program series. Mr. Wagner discussed his upcoming book *We've Been Here All Along: Wisconsin's Early Gay History* and shared Wisconsin's history of suppression and criminalization of homosexuality along with stories of survival by individuals during the pre-Stonewall era. Mr. Wagner dedicated the evening's program to long time MPL employee Donna Utke. Attendance: 18.

Pop-Up Halloween StoryWalk. In partnership with the Urban Ecology Center, **Washington Park** library hosted it's first-ever Pop-Up Halloween StoryWalk, featuring Linda Williams's classic tale of *The Little Old Lady Who Was Not Afraid of Anything*. With the help of Washington Park Urban Ecology Center's Young Scientist Club, the story was set up in the raised garden beds along the lagoon at Washington Park. Fallen leaves crunched underfoot as patrons made their way to the Library, where skeletons, scare crows, and spider webs beckoned a walk through the children's area to enjoy Kazuno Kohara's *Ghosts in the House!* and family-friendly Halloween crafts.

Library Loud Days. **East** library closed early for a Library Loud program on October 30. Guests enjoyed the performances of two local musicians - Ms. Lotus Fankh and Calliope in cooperation with the Milwaukee Film Festival – Milwaukee Music Video Show. There were also demonstrations of library e-resources including Hoopla, Freegal & RBdigital; a raffle for a Milwaukee Film Festival membership; an

informational table hosted by The Friends of the Library and liquid refreshments. "Quiet Schmiet!" Attendance 250.

UWM School of Information Studies Tour. On Tuesday Oct 16, Professor Dr. Force and Career Advisor Julie Walker brought a Foundations of Library Studies class to tour **Mitchell Street** library. Branch Manager Anthony Frausto gave them a tour of the library, including the Northwestern Mutual Foundation Studio M and the Cargile Community Kitchen. Students asked questions of both the manager and Librarian Sarah Davies after the tour. All participants were very pleased with the tour and are interested in the many things the library has to offer. Attendance: 35

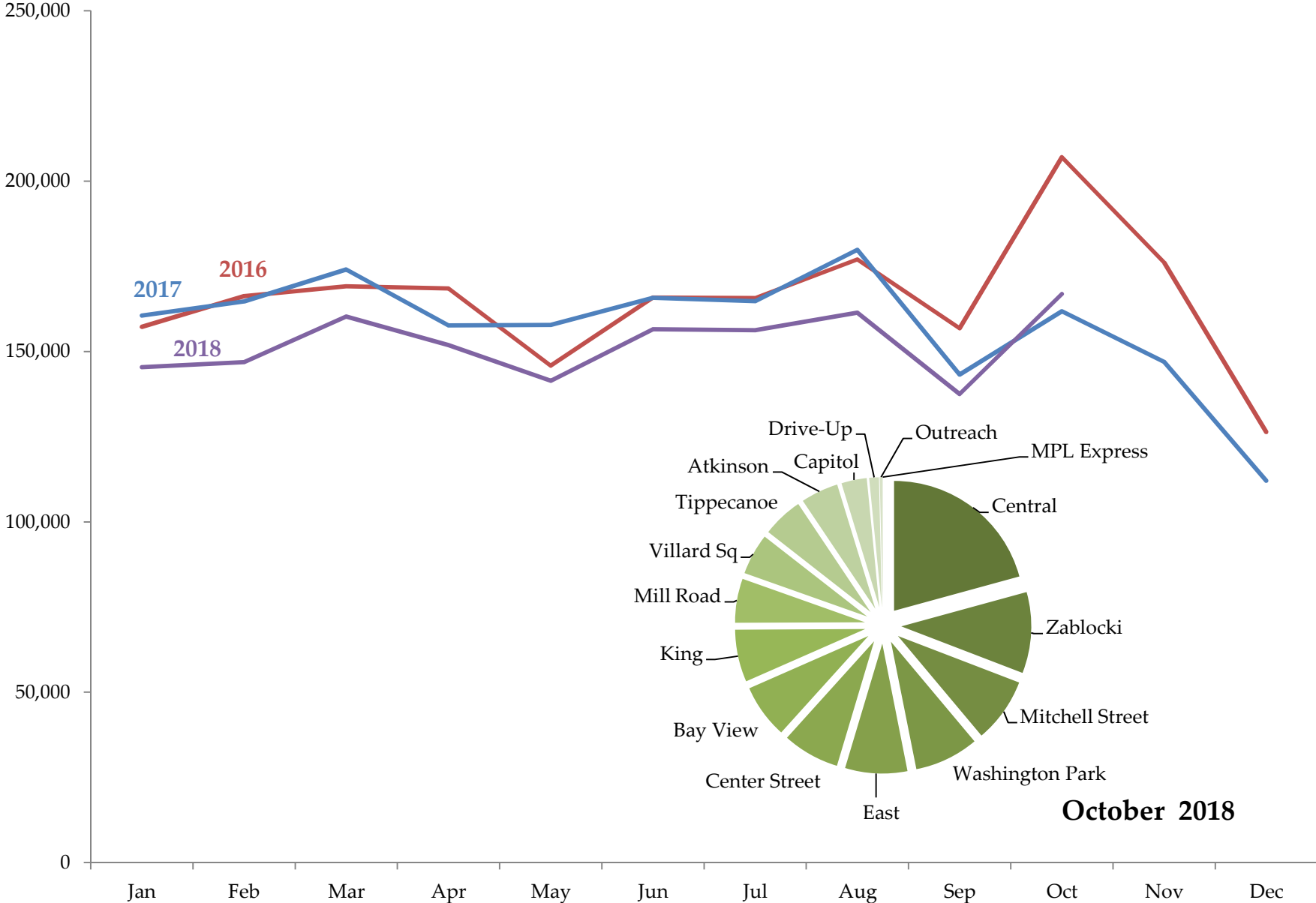
Icky Edibles. On Tuesday, October 23 **Villard Square** hosted an Icky Edibles program. Kids got to create and eat four different gross food options. Participants made and ate (graham cracker) bloody Band-Aids, dirt cups, edible slime, and Jello worms. Four volunteers helped make this program possible. It was a spooky success and all the icky edibles were consumed! Attendance: 35

Pizza, Popcorn and Professionals: Careers in Food. **Villard Square** library highlighted the food and beverage industry with this teen event. An expert panel consisting of professionals from Pretzilla, Teens Grow Greens, Confectionately Yours and Panera Bread shared their experience working in the industry with young adults. Young adults were also given a chance to ask any questions of the panelists, learning more about pathways into the industry. Total attendance: 20.

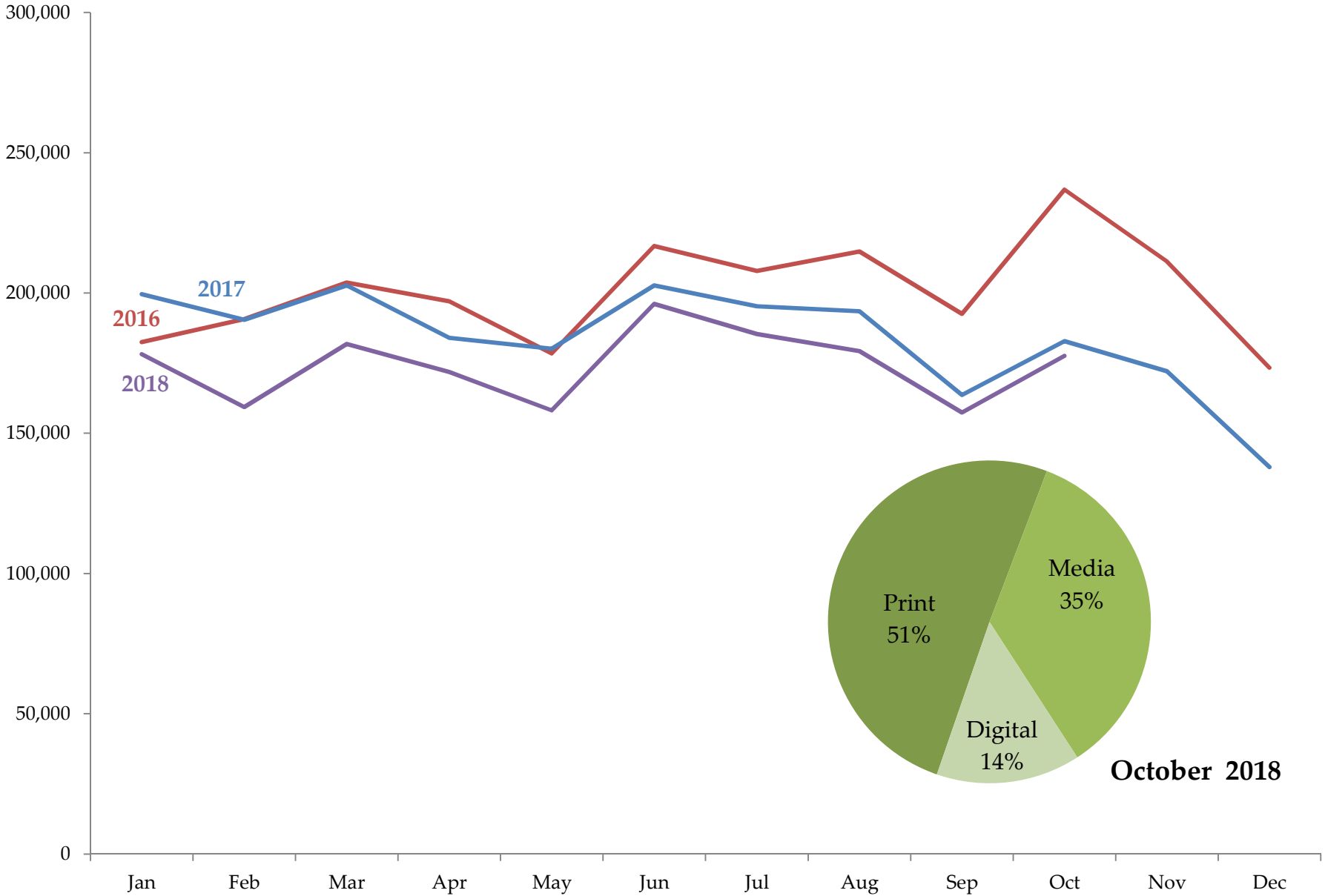
Get Out the Vote: Shining a Light on Disinformation and the Marginalized. **Center Street** library served as the host for an event funded by a mini-grant from the Knowing News program. Panelists included James Causey and Thomas Koetting from the Milwaukee Journal Sentinel, Earl Ingram, Jr. from News Talk 1510AM, Sharyl McFarland from Just Leadership USA, Shauntay Nelson from Wisconsin Voices, moderated by community leader Vivian King. The audience engaged in discussion on what motivates them to vote as well as what is holding them back from voting. Journalists on the panel discussed how disinformation, has led to the mistrust of the media and strategized on how to restore the public's sense of trust in the media. Panelists also tackled the topic of Supreme Court Justice Brett Kavanaugh's confirmation and why this topic is crucial in the Black community as well as voter suppression and what needs to happen to address it. The panel ended the program by giving their personal perspectives on what audience members can do to make sure every voice is heard and every voice keeps fighting for our democracy. Attendance: 40

Games with the Milwaukee Police Department. On October 6, Alan Her (**Center Street**) and Paul Wellington (**East Library**) collaborated and organized Games with the (District 3) Milwaukee Police Department. A total of 5 police officers spent 2 hours playing chess, Scrabble, Jenga, and UNO with youth of all ages and their parents. Fun was had by all, including cardsharp Browser the Library Lion! Attendance: 40

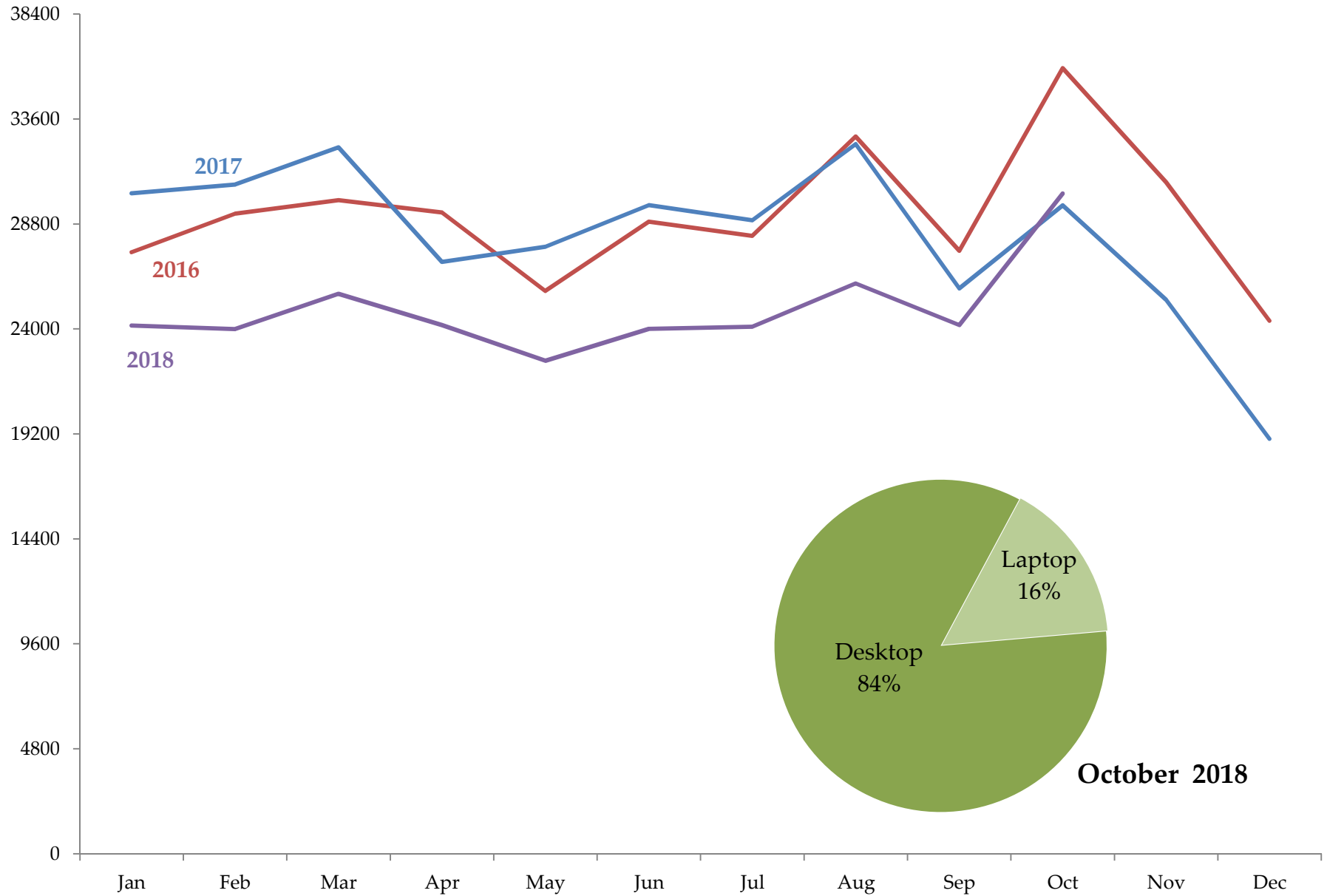
Milwaukee Public Library Visits



Milwaukee Public Library Circulation



Milwaukee Public Library Hours of Computer Usage



Milwaukee Public Library
Computer, Internet, and Electronic Statistics
October, 2018

| Unique Visitors to the MPL Website * | | | | | | |
|---|------------|----------------------|------------------------|--------------|-----------------------|------------------------|
| | This Month | Same Month Last Year | % Increase or Decrease | Year to Date | Previous Year to Date | % Increase or Decrease |
| | 82,742 | 260,252 | -68.2% | 792,607 | 2,533,526 | -68.7% |

*2018 MPL calculation method modified to accommodate Public Web Browser upgrade and control fluctuating user numbers.

| | This Month | Same Month Last Year | % Increase or Decrease | Year to Date | Previous Year to Date | % Increase or Decrease |
|--|------------|----------------------|------------------------|--------------|-----------------------|------------------------|
| | 9,760 | 5,556 | 75.7% | 80,250 | 51,067 | 57.1% |

| 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 | 10,053 | 8,838 | 13.7% | 95,921 | 85,131 | 12.7% |
| Audiobooks | 8,124 | 6,130 | 32.5% | 73,958 | 58,685 | 26.0% |

| Downloads of Digital Music through Freegal | | | | | | |
|---|------------|----------------------|------------------------|--------------|-----------------------|------------------------|
| | This Month | Same Month Last Year | % Increase or Decrease | Year to Date | Previous Year to Date | % Increase or Decrease |
| | 2,029 | 2,394 | -15% | 20,905 | 25,390 | -18% |

| 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 |
| | 40,642 | 40,709 | -0.2% | 400,905 | 388,902 | 3.1% |

| Paging Slips | | | | | | |
|---------------------|---------------|----------------------|------------------------|----------------|-----------------------|------------------------|
| | This Month | Same Month Last Year | % Increase or Decrease | Year to Date | Previous Year to Date | % Increase or Decrease |
| Central | 12,022 | 12,034 | -0.1% | 122,973 | 118,680 | 3.6% |
| Atkinson | 1,041 | 816 | 27.6% | 8,773 | 8,471 | 3.6% |
| Bay View | 2,218 | 2,331 | -4.8% | 22,173 | 23,588 | -6.0% |
| Capitol | 1,935 | 1,856 | 4.3% | 19,339 | 18,155 | 6.5% |
| Center Street | 1,082 | 1,009 | 7.2% | 10,334 | 9,554 | 8.2% |
| East | 2,313 | 2,215 | 4.4% | 23,419 | 21,564 | 8.6% |
| Martin Luther King | 1,143 | 1,004 | 13.8% | 10,718 | 9,114 | 17.6% |
| Mill Road | 644 | 1,209 | -46.7% | 4,169 | 12,004 | -65.3% |
| Mitchell Street | 1,403 | 1,396 | 0.5% | 12,371 | 10,179 | 21.5% |
| Tippecanoe | 2,246 | 2,018 | 11.3% | 21,843 | 18,273 | 19.5% |
| Villard Square | 1,162 | 1,091 | 6.5% | 10,443 | 8,323 | 25.5% |
| Washington Park | 1,453 | 1,191 | 22.0% | 12,802 | 11,282 | 13.5% |
| Zablocki | 2,216 | 2,207 | 0.4% | 21,902 | 21,098 | 3.8% |
| YCOS--Outreach | 229 | 350 | -34.6% | 2,515 | 2,883 | -12.8% |
| TOTAL | 31,107 | 30,727 | 1.2% | 303,774 | 293,168 | 3.6% |



**Milwaukee Public Library
2019 Public Service Hours**

Central Library

Art and Humanities Rooms

| | | | | |
|------------------|------------------|--|------------------|------------------|
| Monday | 12 p.m. – 8 p.m. | | Monday | 12 p.m. – 8 p.m. |
| Tuesday | 9 a.m. – 8 p.m. | | Tuesday | 9 a.m. – 4 p.m. |
| Wednesday | 9 a.m. – 6 p.m. | | Wednesday | 9 a.m. – 4 p.m. |
| Thursday | 9 a.m. – 6 p.m. | | Thursday | 9 a.m. – 4 p.m. |
| Friday | 9 a.m. – 6 p.m. | | Friday | 9 a.m. – 4 p.m. |
| Saturday | 9 a.m. – 5 p.m. | | Saturday | 9 a.m. – 4 p.m. |
| 54 hrs/wk | | | 43 hrs/wk | |

Drive-Up at Central Library

| | |
|--------------------|--------------------|
| Monday | 7:30 a.m. – 6 p.m. |
| Tuesday | 7:30 a.m. – 6 p.m. |
| Wednesday | 7:30 a.m. – 6 p.m. |
| Thursday | 7:30 a.m. – 6 p.m. |
| Friday | 7:30 a.m. – 6 p.m. |
| Saturday | 9 a.m. – 5 p.m. |
| 60.5 hrs/wk | |

Branch Libraries

Atkinson, Capitol, **Mitchell Street**, M.L. King, **Temp Ltd. Svce. Mill Road**, Tippecanoe

| | |
|------------------|------------------|
| Monday | 12 p.m. – 8 p.m. |
| Tuesday | 12 p.m. – 8 p.m. |
| Wednesday | 12 p.m. – 8 p.m. |
| Thursday | 10 a.m. – 6 p.m. |
| Friday | 10 a.m. – 6 p.m. |
| Saturday | 10 a.m. – 5 p.m. |
| 47 hrs/wk | |

Bay View, **Center Street**, East Villard Square, Washington Park, Zablocki

| | |
|------------------|------------------|
| Monday | 10 a.m. – 8 p.m. |
| Tuesday | 12 p.m. – 8 p.m. |
| Wednesday | 12 p.m. – 8 p.m. |
| Thursday | 10 a.m. – 6 p.m. |
| Friday | 10 a.m. – 6 p.m. |
| Saturday | 10 a.m. – 5 p.m. |
| 49 hrs/wk | |

Ready Reference: Open at 9:00 a.m. *Monday* thru *Saturday*

Sunday Hours: (October – April): 1 – 5 p.m. at Central Library, Zablocki, and Capitol Branches



MILWAUKEE
PUBLIC LIBRARY

**Milwaukee Public Library Board of Trustees
2019 Schedule of Meetings**

REGULAR MEETING OF THE BOARD

- ▶ January 22, Tuesday ▪ 4:30 p.m. ▪ Central Library Meeting Room 1
- ▶ March 26, Tuesday ▪ 4:30 p.m. ▪ Central Library Meeting Room 1
- ▶ April 23, Tuesday ▪ 4:30 p.m. ▪ Central Library Meeting Room 1
- ▶ May 28, Tuesday ▪ 4:30 p.m. ▪ Central Library Rare Books Room
- ▶ June 25, Tuesday ▪ 4:30 p.m. ▪ Capitol Library Meeting Room
- ▶ July 23, Tuesday ▪ 4:30 p.m. ▪ Central Library Meeting Room 1
- ▶ September 24, Tuesday ▪ 4:30 p.m. ▪ Center Street Library Meeting Room
- ▶ October 22, Tuesday ▪ 4:30 p.m. ▪ Central Library Meeting Room 1
- ▶ November 26, Tuesday ▪ 4:30 p.m. ▪ Central Library Rare Books Room

RECESS: February, August, December

FINANCE & PERSONNEL COMMITTEE

- ▶ January 22, Tuesday ▪ 4:00 p.m. ▪ Central Library Meeting Room 1
- ▶ April 23, Tuesday ▪ 4:00 p.m. ▪ Central Library Meeting Room 1
- ▶ July 23, Tuesday ▪ 4:00 p.m. ▪ Central Library Meeting Room 1
- ▶ October 22, Tuesday ▪ 4:00 p.m. ▪ Central Library Meeting Room 1

LIBRARY BUILDING & DEVELOPMENT COMMITTEE

- ▶ January 3, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ March 7, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ April 4, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ May 2, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ June 6, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ July 11, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ September 5, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ October 3, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ November 7, Thursday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1

LIBRARY SERVICES & PROGRAMS COMMITTEE

- ▶ February 4, Monday ▪ 5:30 p.m. ▪ Central Library Meeting Room 1
- ▶ May 6, Monday ▪ 5:30 p.m. ▪ Central Library Meeting Room 1
- ▶ July 29, Monday ▪ 5:30 p.m. ▪ Central Library Meeting Room 1
- ▶ November 4, Monday ▪ 5:30 p.m. ▪ Central Library Meeting Room 1



MILWAUKEE
PUBLIC LIBRARY

**Milwaukee Public Library Board of Trustees
2019 Schedule of Meetings**

INNOVATION & STRATEGY COMMITTEE

- ▶ February 13, Wednesday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ April 10, Wednesday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ June 12, Wednesday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ August 14, Wednesday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ October 9, Wednesday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1
- ▶ November 11, Wednesday ▪ 8:00 a.m. ▪ Central Library Meeting Room 1

EXECUTIVE COMMITTEE

- ▶ June 19 Wednesday ▪ 4:00 p.m. ▪ Central Library Old Board Room
- ▶ December 18, Wednesday ▪ 4:00 p.m. ▪ Central Library Old Board Room

| Date | 22-Jan | FEB | 26-Mar | 23-Apr | 28-May | 25-Jun | 23-Jul | AUG | 24-Sep | 22-Oct | 26-Nov | DEC |
|-----------------------|--------------------------------|-----|---|--|-----------------------------------|------------------------------------|--------------------------------|-----|---|--------------------------------|--|-----|
| Location | Central Library Community Room | | Central Library Community Room | Central Library Community Room | Central Library Rare Books Room | Capitol Branch 3969 N. 74th Street | Central Library Community Room | | Center Street Branch 2727 W. Fond du Lac Ave. | Central Library Community Room | Central Library - Rare Books Room | |
| Theme | 2019 Kick-off | | Measuring Impact | National Library Week | Annual Meeting & Social | Launch Pop-up Library | TBD | | Strategic Plan | Strategic Plan | Final meeting of the year - Official Photo & Gift Giving | |
| Special Communication | | | | Recognition of Retiring Board Members | Introduction of New Board Members | | | | | | | |
| Education | NEA/Poets House | | Jobs/Workforce Development | Special Collections | Speaker - TBD | Green Initiatives | Business Resources | | Strategic Plan Update | Strategic Plan Extension | Rare Books Selections | |
| Reports | MCFLS Building Finance | | MCFLS Building DPI Annual Report & Statement on MCFLS Effectiveness | MCFLS Finance Building Bylaws Com. | MCFLS Building | MCFLS Building | MCFLS Building Finance | | MCFLS Building COHS | MCFLS Building Finance | MCFLS Building | |
| New Business | | | Select Proposal for Capitol Redevelopment | 2020 Budget Preview King Redevelopment Agreement | Committee Appointments | | | | | | Approve 2020 Hours | |
| Strategic Discussion | | | | | | | | | | | | |