



**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.*

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**BOARD OF TRUSTEES REGULAR MEETING AGENDA**

**Tuesday, March 26, 2024**

**4:00 p.m.**

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

**WELCOME & ROLL CALL**

4:00 – 4:05

**PUBLIC COMMENT**

4:05 – 4:15

**BOARD DEVELOPMENT**

4:15 – 4:25

1. **MPL Department Spotlight.** Kirsten Thompson, Library Services Manager, will share a summary of the annual report for the Rare Books Room and the Humanities, Archives, Special Collections, and Arts & Media departments.

**CONSENT AGENDA**

4:25 – 4:30

Attachment A, page 4

2. **Regular Board Meeting Minutes, January 23, 2024.**
3. **Committee Reports**
  - a. Finance & Personnel Committee – January 23, 2024
4. **Administrative Reports.**
  - a. Financial Report
  - b. Library Director's Report
  - c. Statistics

**NEW BUSINESS**

5. **Board of Trustees Oversight of Foundation Gifts.** Deputy Library Director Jennifer Meyer-Stearns will present a resolution related to an estate gift to MPL.

Attachment B, page 21

**OLD BUSINESS**

4:30 – 4:40

6. **State Annual Report.** The Trustees will review the Annual Report and ratify President Sain's approval.

Attachment C, page 39

## REPORTS

4:40 – 4:35

7. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** MCFLS Director Steve Hesper will report on the January, February, and March 2024 meetings.
  
8. **Library Services & Programs Committee Meeting.** Committee Chair Milele Coggs will present the action items from the March 6, 2024 meeting.  

Attachment D, page 64
  
9. **Building & Development Committee Meeting.** Committee Chair Michael Morgan will present action items from the March 7, 2024 meeting.  

Attachment E, page 66
  
10. **Finance & Personnel Committee Meeting.** The Committee recommendation regarding the disciplinary appeal of Joseph Payne, heard on March 22, 2024, will be presented for action.

The Library Board of Trustees may vote to convene in closed session pursuant to Wisconsin Statutes 19.85(1)(b) “Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person” to review the evidentiary record, and for deliberation. The Board may then vote to reconvene in open session to conclude this item.

Attachment F, page 74

## CLOSING REMARKS

5:20 – 5:30

11. **Closing Remarks and Adjournment.**

**REMINDER:** Next scheduled meetings are:

*April 2, 2024 Innovation & Strategy Committee – Virtual Meeting, 9:00 a.m.*

*April 4, 2024 Building & Development Committee – Virtual Meeting, 8:00 a.m.*

*April 23, 2024 Finance & Personnel Committee – Virtual Meeting, 8:30 a.m.*

*April 23, 2024 Board Meeting – Capitol Branch Community Room – 4:00 p.m.*

### Trustees

Mark Sain, *President*, Michele Bria, *Vice-President*, Teresa Mercado, *Financial Secretary*, Ald. Milele Coggs, Matthew Kowalski, Michael Morgan, Felicia Saffold, Erika Siemsen, Ald. Scott Spiker, Ald. Larresa Taylor, Sup. Kathleen Vincent, Venice Williams, Joan Johnson, *Secretary*, Rebecca Schweisberger, *Secretary’s Assistant* (414) 286-3021

***The Milwaukee Public Library Board of Trustees is an informed, dedicated group of citizens who represent a cross-section of the city of Milwaukee and are committed to supporting, developing, and advancing the library for the benefit of all residents of Milwaukee and others throughout Milwaukee County, the State of Wisconsin, and beyond. In their role as advocates and advisors, they serve the library’s many patrons, its staff, the common good of the community, and this critical and enduring institution.***

*Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk’s Office License Division. More information is available at [www.milwaukee.gov/lobby](http://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, January 23, 2024**

**Good Hope Branch - Community Room  
7715 Good Hope Road  
Milwaukee, WI 53223**

- PRESENT:** Matthew Kowalski, Michael Morgan, Erika Siemsen, Scott Spiker, Larresa Taylor, Kathleen Vincent, Venice Williams, Joan Johnson
- EXCUSED:** Michele Bria, Ald. Milele Coggs, Teresa Mercado, Mark Sain, Felicia Saffold
- STAFF:** Chantel Clark, Melissa Howard, Dan Keeley, Tammy Mays, Jennifer Meyer-Stearns, Rebecca Schweisberger
- OTHERS**
- PRESENT:** Budget & Policy Division: Nathaniel Haack  
MPL Foundation: Ryan Daniels  
PFM Asset Management LLC: Wayne Sattler

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Presiding Chair Michael Morgan called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:20 p.m. on January 23, 2024; a quorum was reached at 4:35. Trustees Siemsen, Spiker, and Vincent participated by conference phone. Agenda items were taken out of order but are presented here in numerical sequence.

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**BOARD DEVELOPMENT**

1. **Good Hope Branch Introduction.** Library Services Manager Amelia Osterud presented a brief introduction of Good Hope branch, including building history, ongoing programs, frequently used resources, and unique features. Informational item.

**SPECIAL COMMUNICATION**

2. **Introduction of New Trustee.** Chair Morgan introduced new Trustees Venice Williams and Ald. Larresa Taylor. The Trustees each shared a brief overview of their professional and personal backgrounds. Informational item.
3. **Quarterly Review of Fund Investments.** Mr. Wayne Sattler, Senior Vice President & Managing Director at PFM Asset Management, reviewed the Account Investment Materials and provided a market overview. The investment performance of the trust fund for the period ending January 23, 2024 was reviewed. There were no recommended changes to the current portfolio allocations. Informational item.

**CONSENT AGENDA**

4. **Regular Board Meeting Minutes November 28, 2023**
5. **Committee Reports**
  - a. Innovation & Strategy Committee Meeting Minutes – January 9, 2024

6. **Administrative Reports**
  - a. Financial Report
  - b. Library Director's Reports
  - c. Statistics

7. **Updated MPL Board Committee Assignments.**

Chair Morgan asked the Board if any items should be removed from the Consent Agenda presented as attachment A, pages 3-35 of the agenda. Hearing no objection, the Consent Agenda was approved.

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## **REPORTS**

8. **Milwaukee County Federated Library System (MCFLS) Board Meeting.** Library Director Joan Johnson reported on the January 22, 2024 meeting. There was a recent upgrade to the CountyCat mobile app and training materials are available to patrons via MCFLS website. Library Legislative Day will be held on February 6, 2024. Representatives from MCFLS and member libraries will travel to Madison to meet with legislators to advocate for libraries and express appreciation for their support in the last budget cycle. The Shorewood Village Board has created an ad hoc committee to conduct the search for a new Library Director. The MCFLS Legislative Systems Services Committee will meet on February 2, 2024 to debrief on the strategic planning retreat held on January 18, 2024. Director Johnson and other member library directors attended the retreat, along with the MCFLS Board and MCFLS staff. Findings from the retreat will be used to formulate the new MCFLS strategic plan, which will be shared with member libraries and boards. MCFLS Director Steve Hesel shared a draft set of goals with the Board. Among the goals were several agreements that must be renewed, including: renegotiation of the reciprocal borrowing agreement, the cataloging agreement, and the Resource Library services agreement. Informational item.
  9. **MPL Foundation.** MPL Foundation (MPLF) Executive Director Ryan Daniels provided an update on fundraising activities. In 2023, the Foundation raised over \$2M and contributed over \$1.27M to MPL. In 2024, MPLF will focus on community engagement and a major gift campaign for the new Martin Luther King branch. The Friends Literary Lunch will be held on April 25, 2024 and will feature author Douglas Brunt. The Benjamin Franklin Awards Ceremony will be held on September 26, 2024. All Trustees are invited to attend MPLF fundraising events. Informational item.
  10. **Martin Luther King Branch Redevelopment Project Update.** Library Director Joan Johnson shared an update on the progress and updated timeline for the project. The summary document is attached at the end of these minutes. The library build-out will go out to bid by February 2, 2024. Bids will be collected throughout February and MPL will present an award recommendation at the Building & Development Committee meeting on March 7, 2024. The MPL space will be available to begin build-out on April 1, 2024 and build-out will continue through December 2024. The target date for opening is January 20, 2025 to coincide with Martin Luther King Day. Informational item.
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## **NEW BUSINESS**

11. **State Annual Report.** Trustee Morgan referred to the Statement Concerning Public Library Systems Effectiveness, which was included as Attachment B of the agenda. The statement is part of the Public Library Annual Report presented to the Department of Public Instruction (DPI). Each year, MPL is required to report on the effective leadership of Milwaukee County Federated Library System (MCFLS). MCFLS Director Steve Hesel and his team have been great partners for MPL. Library

Director Joan Johnson recommended the Board signify that MCFLS did provide effective leadership and adequately met the needs of the library. Her recommendation is based on the following accomplishments:

- Thoroughly and proactively maximized use of system funds to support all 15 member libraries
- Negotiated for the best pricing and licensing agreements from vendors
- Identified options for MCFLS to use its budget to cover more shared costs, including the mobile catalog app, cataloging costs, electronic resources, and statistics tracking software
- Strong marketing support for member libraries, with increased use of print, radio, and social media advertising
- Reliable delivery of materials
- Maintenance and upgrades to the shared catalog system
- Continued support for MPL's LibraryNOW program
- Coordination of continuing education opportunities for member library staff

Trustee Williams moved and Trustee Kowalski seconded a motion to approve the statement, which will be signed by President Sain and sent to DPI as part of MPL's Annual Report. Motion passed.

12. **Closing Remarks.** Library Director Joan Johnson shared details of upcoming Black History Month activities and invited Trustees to attend, participate, and share with their networks. Informational item.

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With no further business, the Milwaukee Public Library Board of Trustees meeting of January 23, 2024 was adjourned at 5:42 p.m.

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# MLK Library Progress – MPL Board of Trustees January 23, 2024



Footing and Foundations Complete

Elevator Block Cores Rising

Precast Components Installed

Engineering for Solar underway

Developer and Library Schedules Coordinated.

# MLK Library Progress – MPL Board of Trustees January 23, 2024

## Updated Schedule

Library Buildout to Bid	1/29/2024 to 2/23/2024
Bid Review & Selection	2/26/2024 to 3/4/2024
B & D Committee Approval	3/7/2024
MPL Board Approval	3/26/2024
BID Award	3/27/2024
Shell Turnover	4/1/2024
Substantial Completion	12/18/2024
MLK Day	1/20/2025



**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
FINANCE & PERSONNEL COMMITTEE  
MINUTES**

**Tuesday, January 23, 2024**

**Video Conference via Microsoft Teams**

**PRESENT:** Milele Coggs, Teresa Mercado, Scott Spiker, Joan Johnson

**EXCUSED:** Felicia Saffold, Kathleen Vincent

**OTHERS**

**PRESENT:** MPL: Sarah Leszczynski, Rebecca Schweisberger

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Chair Teresa Mercado called the meeting of the Board of Trustees Finance & Personnel Committee to order at 8:43 a.m. on Tuesday, January 23, 2024. All Trustees and presenters participated by video or audio conference. Agenda items were taken out of order but are presented here in numerical sequence.

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1. **Committee Meeting Minutes Review.** The Committee reviewed the minutes from the October 24, 2023 meeting. Trustee Spiker moved to approve the minutes and Trustee Mercado seconded. Motion passed.
2. **Quarterly Library Report of the Internal Control of the MPL Trust and Gift Funds.** This item was held for the April meeting. Informational item.
3. **Budget Follow-up: MPL Staffing.** Library Director Joan Johnson presented a status update on the hiring process for new positions added in the 2024 budget. The Department of Employee Relations (DER) is helping MPL expedite the hiring process. MPL is in the hiring process for:
  - 7 Librarian positions
  - 8 Library Circulation Services Representative
  - 5 Library Reference Assistant positions

For the Librarian positions, MPL has been authorized to promote internally, interview from previous candidate lists, and DER is recruiting for a new list. For the Circulation positions, MPL is interviewing from the previous candidate list and DER is recruiting for a new list. MPL will post the para-professional positions to all City employees. Fulfillment of the positions will support continuation of ongoing Sunday service hours at Central Library and resumption of Sunday service hours at two branches, beginning in July 2024. Informational item.

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The meeting of the Library Board's Finance & Personnel Committee was adjourned at 8:53 a.m. on Tuesday, January 23, 2024.

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**Milwaukee Public Library  
Financial Report  
February 29, 2024**

**2024**

**2023**

**City Revenues**

	Budget	Received to date	% Received
<i>Additional City Appropriation</i>	\$ 28,574,826	\$ 5,788,739	20.3%
<i>Fines</i>	\$ 114,500	\$ 16,138	14.1%
<i>Lost Materials, etc.</i>	\$ 66,500	\$ 9,408	14.1%
<i>MCFLS Contracts</i>	\$ 819,000	\$ -	0.0%
<b>Total City Appropriation</b>	<b>\$ 29,574,826</b>	<b>\$ 5,814,285</b>	<b>19.7%</b>

	Budget	Received to date	% Received
	\$ 26,436,877	\$ 4,256,389	16.1%
	\$ 128,000	\$ 8,304	6.5%
	\$ 60,000	\$ 4,330	7.2%
	\$ 802,414	\$ 200,604	25.0%
<b>Total</b>	<b>\$ 27,427,291</b>	<b>\$ 4,469,627</b>	<b>16.3%</b>

**City Expenses**

**Salaries & Benefits**

	Budget	Spent to date	% Spent
<i>Salaries</i>	\$ 5,973,002	\$ 1,543,944	25.8%
<i>Fringe Benefits</i>	\$ 2,687,851	\$ 608,451	22.6%
<b>Total</b>	<b>\$ 8,660,853</b>	<b>\$ 2,152,395</b>	<b>24.9%</b>

	Budget	Spent to date	% Spent
	\$ 14,013,643	\$ 2,113,821	15.1%
	\$ 6,306,139	\$ 856,533	13.6%
<b>Total</b>	<b>\$ 20,319,782</b>	<b>\$ 2,970,354</b>	<b>14.6%</b>

**Supplies & Services**

	Budget	Spent to date	% Spent
<i>General Office Expense</i>	\$ 118,002	\$ 9,492	8.0%
<i>Tools &amp; Machinery Parts</i>	\$ 16,500	\$ 1,636	9.9%
<i>Construction Supplies</i>	\$ 28,400	\$ 4,868	17.1%
<i>Energy</i>	\$ 847,800	\$ 266,360	31.4%
<i>Other Operating Supplies</i>	\$ 223,547	\$ 36,467	16.3%
<i>Vehicle Rental</i>	\$ 9,200	\$ 900	9.8%
<i>Non-Vehicle Equipment Rental</i>	\$ 22,700	\$ 3,348	14.7%
<i>Professional Services</i>	\$ 146,600	\$ 29,074	19.8%
<i>Information Technology Services</i>	\$ 442,552	\$ 183,406	41.4%
<i>Property Services</i>	\$ 1,410,638	\$ 352,025	25.0%
<i>Infrastructure Services</i>	\$ 38,500	\$ 88,788	230.6%
<i>Vehicle Repair Services</i>	\$ -	\$ -	100.0%
<i>Other Operating Services</i>	\$ 150,039	\$ 24,149	16.1%
<i>Reimburse Other Departments</i>	\$ 108,600	\$ -	0.0%
<b>Total</b>	<b>\$ 3,563,078</b>	<b>\$ 1,000,513</b>	<b>28.1%</b>

	Budget	Spent to date	% Spent
	\$ 111,700	\$ 7,941	7.1%
	\$ 19,000	\$ 2,999	15.8%
	\$ 26,000	\$ 4,150	16.0%
	\$ 687,800	\$ 174,338	25.3%
	\$ 248,019	\$ 46,624	18.8%
	\$ 9,000	\$ 2,941	32.7%
	\$ 22,000	\$ 4,621	21.0%
	\$ 180,751	\$ 65,978	36.5%
	\$ 417,642	\$ 184,513	44.2%
	\$ 1,273,520	\$ 324,300	25.5%
	\$ 33,000	\$ 43,950	133.2%
	\$ -	\$ -	100.0%
	\$ 157,100	\$ 20,638	13.1%
	\$ 105,000	\$ (11)	0.0%
<b>Total</b>	<b>\$ 3,290,532</b>	<b>\$ 882,982</b>	<b>26.8%</b>

**Equipment**

	Budget	Spent to date	% Spent
<i>Library Materials</i>	\$ 1,827,000	\$ 319,239	17.5%
<i>IT Equipment</i>	\$ 522,032	\$ 73,611	14.1%
<i>Other</i>	\$ 86,563	\$ 7,186	8.3%
<b>Total</b>	<b>\$ 2,435,595</b>	<b>\$ 400,036</b>	<b>16.4%</b>

	Budget	Spent to date	% Spent
	\$ 1,757,000	\$ 333,524	19.0%
	\$ 358,187	\$ 32,678	9.1%
	\$ 83,202	\$ 881	1.1%
<b>Total</b>	<b>\$ 2,198,389</b>	<b>\$ 367,083</b>	<b>16.7%</b>

**Other Departmental Appropriation**

	Budget	Spent to date	% Spent
<i>Villard Square Property Payment</i>	\$ 9,800	\$ -	0.0%
<i>East Property Payment</i>	\$ 5,300	\$ 5,300	100.0%
<i>Mitchell Street Property Payment</i>	\$ 74,000	\$ 13,500	18.2%
<i>Good Hope Property Payment</i>	\$ 45,000	\$ -	0.0%
<i>Contingent Energy Financing</i>	\$ 136,200	\$ 68,076	50.0%
<b>Total</b>	<b>\$ 270,300</b>	<b>\$ 86,876</b>	<b>32.1%</b>

	Budget	Spent to date	% Spent
	\$ 8,300	\$ 500	0.0%
	\$ 4,000	\$ -	0.0%
	\$ 72,000	\$ 13,500	18.8%
	\$ 45,000	\$ -	0.0%
	\$ 133,500	\$ 66,742	50.0%
<b>Total</b>	<b>\$ 262,800</b>	<b>\$ 80,742</b>	<b>30.7%</b>

**ARPA Revenue Replacement**

	Budget	Spent to date	% Spent
<i>Operating Expenses</i>	\$ 14,645,000	\$ 2,174,465	14.8%
<b>Total</b>	<b>\$ 14,645,000</b>	<b>\$ 2,174,465</b>	<b>14.8%</b>
<b>Total City Expenses</b>	<b>\$ 29,574,826</b>	<b>\$ 5,814,285</b>	<b>19.7%</b>

	Budget	Spent to date	% Spent
	\$ 1,355,788	\$ 168,466	12.4%
<b>Total</b>	<b>\$ 1,355,788</b>	<b>\$ 168,466</b>	<b>12.4%</b>
<b>Total City Expenses</b>	<b>\$ 27,427,291</b>	<b>\$ 4,469,627</b>	<b>16.3%</b>

**Milwaukee Public Library  
Financial Report  
February 29, 2024**

**2024**

**2023**

**Additional Funding Sources**

**Grants**

	Budget	Spent to date	% Spent
<i>WTBBL Jul '23 - Jun '24</i>	\$ 1,004,300	\$ 619,072	61.6%
<i>ILS Jul '23 - Jun '24</i>	\$ 223,350	\$ 67,456	30.2%
<b>Total</b>	<b>\$ 1,227,650</b>	<b>\$ 686,528</b>	<b>55.9%</b>

	Budget	Spent to date	% Spent
	\$ 1,136,100	\$ 633,312	55.7%
	\$ 108,650	\$ 74,769	68.8%
	<b>\$ 1,244,750</b>	<b>\$ 708,081</b>	<b>56.9%</b>

**Trust Funds**

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 134,000	\$ 61,475	45.9%
<i>Programming</i>	\$ 42,000	\$ 460	1.1%
<i>Training</i>	\$ 20,000	\$ 323	1.6%
<i>Marketing</i>	\$ 35,000	\$ -	0.0%
<i>Contingency</i>	\$ 4,000	\$ -	0.0%
<i>Board Development</i>	\$ 4,000	\$ 384	9.6%
<i>Strehlow 50+</i>	\$ 29,756	\$ 657	2.2%
<i>Staffing Study</i>	\$ 28,000	\$ -	0.0%
<b>Total</b>	<b>\$ 296,756</b>	<b>\$ 63,299</b>	<b>21.3%</b>

	Budget	Spent to date	% Spent
	\$ 124,000	\$ 60,940	49.1%
	\$ 38,000	\$ 2,978	7.8%
	\$ 18,000	\$ -	0.0%
	\$ 32,000	\$ -	0.0%
	\$ 4,000	\$ 210	5.3%
	\$ 4,000	\$ 112	2.8%
	\$ 37,319	\$ -	0.0%
	\$ -	\$ -	100.0%
	<b>\$ 257,319</b>	<b>\$ 64,240</b>	<b>25.0%</b>

**Foundation Contributions**

	Budget	Spent to date	% Spent
<i>Materials</i>	\$ 225,817	\$ 14,398	6.4%
<i>Programming</i>	\$ 1,437,821	\$ 65,892	4.6%
<b>Total</b>	<b>\$ 1,663,638</b>	<b>\$ 80,290</b>	<b>4.8%</b>

	Budget	Spent to date	% Spent
	\$ 419,572	\$ 4,709	1.1%
	\$ 1,052,485	\$ 144,399	13.7%
	<b>\$ 1,472,057</b>	<b>\$ 149,108</b>	<b>10.1%</b>

**Investments**

*U.S. Bank National Assoc. Commercial Paper (rated A1) confirmation #327153622 dated 11/01/23 and maturing 05/01/24 at a rate of 1.00%...\$215,000*

## Director's Report

### Feb-March Activities

Director Johnson was invited by the American Library Association (ALA) to represent Milwaukee and Wisconsin as part of ALA's Advocacy Day in Washington, D.C. Along with two other Wisconsin representatives, she met with staff in the offices of Senator Tammy Baldwin, Representative Gwen Moore and Representative Mark Pocan. During this period, she had similar meetings advocating for library funding with State lawmakers as part of the Wisconsin Library Association's (WLA) annual Legislative Day.

Johnson accepted an invitation to present to the Women's Club on the topic of "Book Bannings—Impacts on the Work of Librarians and the Role of Libraries." She was informed by the organizer that the luncheon had sold out and was the best attended event they had held in recent months. The presentation was very well received, with one attendee suggesting that additional requests for the presentation may be forthcoming.

Johnson supported staff during a most exceptional month of Black History programming and offered a warm welcome and remarks for an afternoon with authors Charly Palmer and Dr. Karida Brown, and a conversation with Cree Myles and Jonatha Eig, author of a new biography, "King: A Life." She also attended "The History of Black Milwaukee," a lecture by historian John Gurda, supported by Clayborn Benson.

Design team meetings continue for the Martin Luther King Branch redevelopment project. The current focus is on making selections for furnishings, finishes and equipment. Director Johnson works closely with MPL Construction Projects Manager Yves LaPierre on directing the internal team and vetting the work submitted by the Moody Nolan team.

Work on the broadband project resumed after being vetted by the City Attorney's Office. Johnson and the MPL team are working with partners to develop a viable process for selecting a vendor to help the MPL with providing affordable access to high-speed internet for households surrounding specified branch libraries in targeted communities.

Johnson participated in a press event for the Mayor's Vision Zero initiative at the Center Street Branch. She and MPL team met with other cabinet members to discuss new and ongoing collaboration efforts, including a grant-funded civic engagement initiative with the Election Commission and digital inclusion, teen engagement and workforce development programs with Employ MKE. Johnson continues to participate in the Emergency Management Committee for the City.

Johnson continues her work with peer professionals and attended meetings of the State Resource Libraries Administrators Association of Wisconsin, the Urban Libraries Council and the Schools, Health, and Libraries Broadband Coalition.

Johnson continues to do outreach and serve the community through her involvement with partners and various organizations including meetings and events with the Westown Association Board, Milwaukee Broadband Partnership, the Rotary Club of Milwaukee, the Friends of the MPL and the MPL Foundation.

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

#### January 2024

##### **MPL HELPS PEOPLE READ**

Stories of Exile Reading Group. The Yiddish Book Center, Milwaukee Public Library, Jewish Museum Milwaukee and the Coalition for Jewish Learning present the "Stories of Exile" Reading Group. Join our monthly reading group featuring three works of Yiddish literature in translation and an Afghan family memoir. Readers will explore and discuss narratives which grapple with questions of homelands, journeys, identity, and belonging and compare those written in Yiddish in the early and mid-20th century to what is going on in the world today. Attendance: 8

Art Book Club. This is a monthly program that highlights themed items from MPL's Special Collections. Come explore the history of photography in the Art, Music, and Recreation department on the second floor of Central Library. We will explore how photography has developed over time and the way it has affected other art mediums, while also surveying different types of photography and the work of individual photographers. Attendance: 22

### **MPL HELPS PEOPLE LEARN**

Insurance Basics: For all three sessions (Life/Business/Health Insurance), Milwaukee residents will leave knowing the 5 W's (what, where, when, why, who, and how) about that specific type of insurance. Attendance: 9

Americans and the Holocaust: A Traveling Exhibit for Libraries. This exhibit closed on January 5, and during this short January window we were able to host two class visits. These workshops included a computer lab component with a History Unfolded media literacy activity, plus a demonstration of LibraryNow resources, then a visit to Central Library's Humanities Room to explore posters and pamphlets from World War II to support themes and items highlighted in the exhibit. Total attendance from two class visits: 50

### **MPL HELPS PEOPLE CONNECT**

Seed Starting Success with Melinda Myers. Attendees were invited to shake off the winter blues and prepare for the garden season ahead. Gardening expert and "The Plant Doctor" Melinda Myers shared tips on when and how to start plants from seeds for this year's garden. She discussed how to winter sow seeds, when and how to plant seeds to grow indoors and provided tips for boosting seed starting success. Attendance: 47

Snack Hack: 2.0. Snack Hack: 2.0 is a food and nutrition literacy adult program offered as weekly sessions designed to teach all aspects of food: nutritional elements, food groups, cooking principles, history of food, how food is grown, cultural connections to what we eat, how food works in our bodies and methods on how to prepare meals at home. Sessions include a cooking demonstration and a snack for attendees. January closed out the **2.0** 2023 series which began last October. This program has proven to meet the needs of the adult demographic in that the level of information provided is more in line with their life experiences and level of education. The attendees have expressed great appreciation for the extension of the 'World Cuisines' section as they were able to "add to their passports". The open forum format used in the last 2 sessions allowed those present to share their content interests and individual requests for food & nutrition-related material in the upcoming 2024 series. Total attendance for two sessions: 9

Snack Hack: Kids Kitchen. Snack Hack: Kids Kitchen is a new food and nutrition literacy program for school-aged youth offered as weekly sessions designed to teach all aspects of food: nutritional elements, food groups, cooking principles, history of food, how food is grown, cultural connections to what we eat, how food works in our bodies and methods on how to prepare meals at home. Sessions include a hands-on cooking lesson and a snack for attendees. The last 2 sessions in this series were formatted as an open format to allow attendees to share what they learned since the October 2023 program split and what specific topics they would like to learn in the 2024 series. A review of recipe reading, measuring skills and mise en place was provided. Total attendance for 2 sessions: 14

**Total attendance for 104 programs: 681**

## **February 2024**

### **MPL HELPS PEOPLE READ**

The Charly Palmer & Dr. Karida Brown Author Event and Social Hour. On Saturday, Feb. 10 at Centennial Hall, Dj Bizzon kicked off the Charly Palmer and Dr. Karida Brown Author Event with a lively music mix. Library Director Joan Johnson warmly welcomed the community. Element, from Radio Milwaukee, facilitated a lovely conversation about *The New Brownies Book: A Love Letter to Black Families*. It is a reinvented version of W.E.B. DuBois's publication from the 1920's. It features new stories, art and games which all center around the Black experience. Charly and Karida talked about their process, shared history lessons as well as wisdom. Overall, they stressed that everyone can enjoy this book. Rise and Grind catered and served a delicious meal afterwards. The Brewers Community Foundation sponsored the meal and 40 giveaway

books. Rooted MKE sold all of their books. Many MPL staff members helped successfully plan and run the event. Attendance: 93

King: A Life - Jonathan Eig in Conversation with Cree Myles. Vividly written and exhaustively researched, Jonathan Eig's *King: A Life* is the first major biography in decades of the civil rights icon Martin Luther King Jr.—and the first to include recently declassified FBI files. In this revelatory new portrait of the preacher and activist who shook the world, the bestselling biographer gives us an intimate view of the courageous and often emotionally troubled human being who demanded peaceful protest for his movement but was rarely at peace with himself. Author Jonathan Eig was joined in conversation with Cree Myles, bookfluencer and curator of Penguin Random House's All Ways Black, for an impactful evening examining Dr. King's enduring influence on Milwaukee's Black community. Attendance: 69

We've Got to Try: Beto O'Rourke at Milwaukee Public Library. Beto O'Rourke led a candid talk about protecting our sacred right to vote and what it will take to save our democracy at this critical moment of truth. As a former Texas congressman and founder of the voting rights and voter registration organization Powered By People, Beto is uniquely qualified to explain both the challenges and opportunities that lay ahead as we approach the most consequential elections of our time. Attendance: 165

### **MPL HELPS PEOPLE LEARN**

Art Book Club: Fashion & Textile Edition. Art Book Club meets once a month in the Art, Music, and Recreation (AMR) department on the second floor of Central Library. Librarians Sarah Finn and Jill Fleck choose a theme and select a variety of reference books and periodicals for attendees to look at in an informal setting. Patrons can browse whatever interests them at their leisure. This is the 5th time we've hosted the program which started in October 2023 and it continues to grow in popularity. It engages patrons of a range of ages and demographics, from college students to retirees - showing how the arts can unifying. Many people commented that they want the AMR room to be re-opened is some capacity, even if it is limited hours. This has been consistently expressed by patrons to staff in multiple avenues (at the program, other events, through e-mail, at library service desks). The AMR has been closed since 2020 due to the pandemic and the reallocation of staff from the Arts/Humanities department. The AMR room is only open once a month for 1.5 hours for the Art Book Club program and it would be great if we could offer additional opportunities for people to use the space since there is clearly a demand for it. Attendance: 38

The History of Black Milwaukee. Presented by award-winning historian and author John Gurda; introduction and Q&A facilitated by Clayborn Benson of the Wisconsin Black Historical Society and Museum. Mr. Gurda presented the history of African American's in Milwaukee. Mr. Gurda described the city's early days as a fur trading post which grew into an industrial powerhouse which grew during the 20<sup>th</sup> Century. There have been Black Milwaukeeans for as long as there's been a Milwaukee. African Americans were here when the future metropolis was just a fur-trading post, and they grew with the city during its rise as a hotbed of abolitionist activity, an industrial powerhouse, and a haven for immigrants. The group's numbers soared during the Great Migration of the twentieth century, and Black Milwaukeeans are the city's largest single cultural group today. Unfolding over nearly two centuries, their story is an inspiring chronicle of struggle, resilience, and pride. Total attendance for two sessions (Center Street and Villard Square Branch Libraries): 44

The Black History Month Challenge Kick Off. On Thursday, February 1 at Good Hope Library, patrons learned about a plethora of library resources like books, movies, and databases that can be used to complete the Black History Month Challenge. Radio personality, Homer Blow, graced the occasion by warmly welcoming guests. Chris Fiffer, Alpha Phi Alpha, led the high stakes trivia table. The event buzzed with activity as dedicated volunteers and MPL staff members Grace Larson (Atkinson), Kieran Fendt (Atkinson), Keyonte Thompson (King), Joy Zanders (King), Kat Wodtke (EOS), Brittany Lee (Business), and Aniyah Stubblefield (Business) managed various stations. The Good Hope staff and Library Communications & Marketing department went above and beyond to support the event. Attendance: 50

### **MPL HELPS PEOPLE CONNECT**

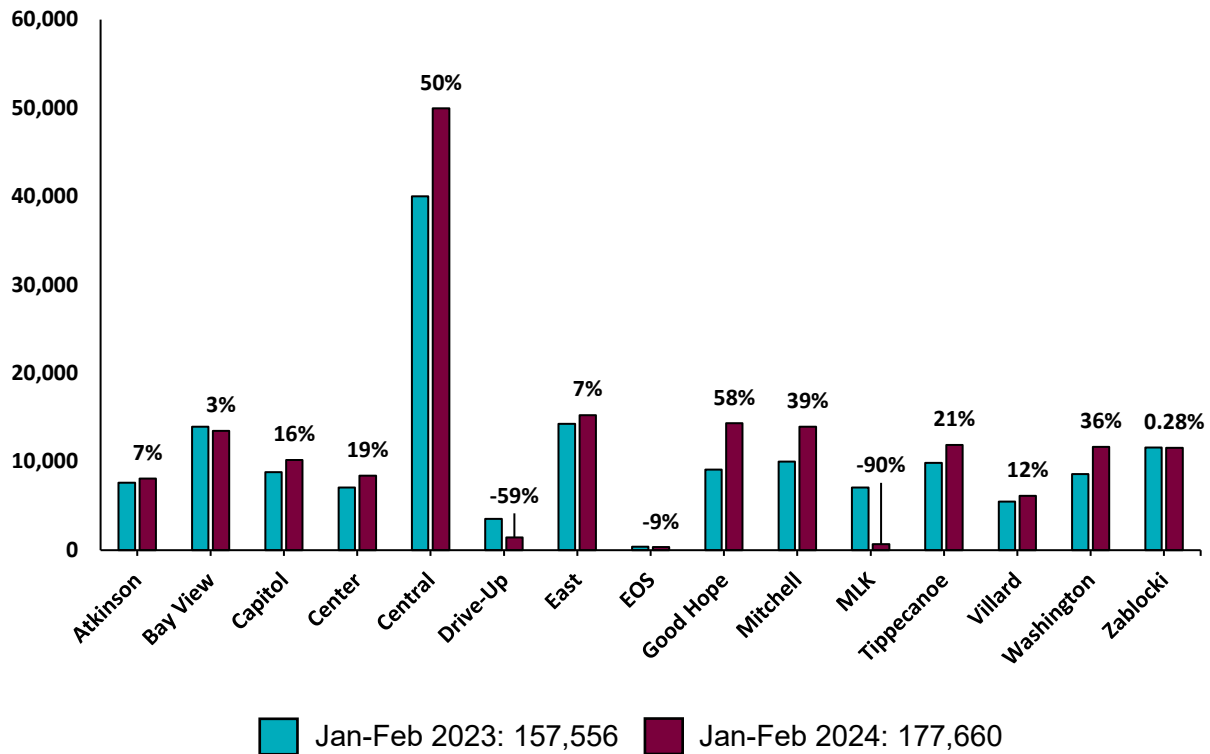
We Rise: Black American Entrepreneurs in Action. MPL's Business and Technology department had the opportunity to host four Black Americans from Milwaukee, all entrepreneurs in the community. The panel consisted of Brandon Hawthorne, co-owner of Twisted Plants, Carla Gooseberry owner of CSG Custom design, Cetonia Weston-Roy owner of Niche Book Bar and Elzie" the Mayor" Flenard III, founder of Podcast Town and author of Flame Starter. The panel was

guided along by Asha Sawyer, Board member and Development officer of MKE Black. The panel consisted of stories of the entrepreneurial journeys of the panel and Q&A from the audience. Patrons were also able to receive a professional headshot from headshot photographer Kalida N Williams of Kalida William Photography. Attendance: 35

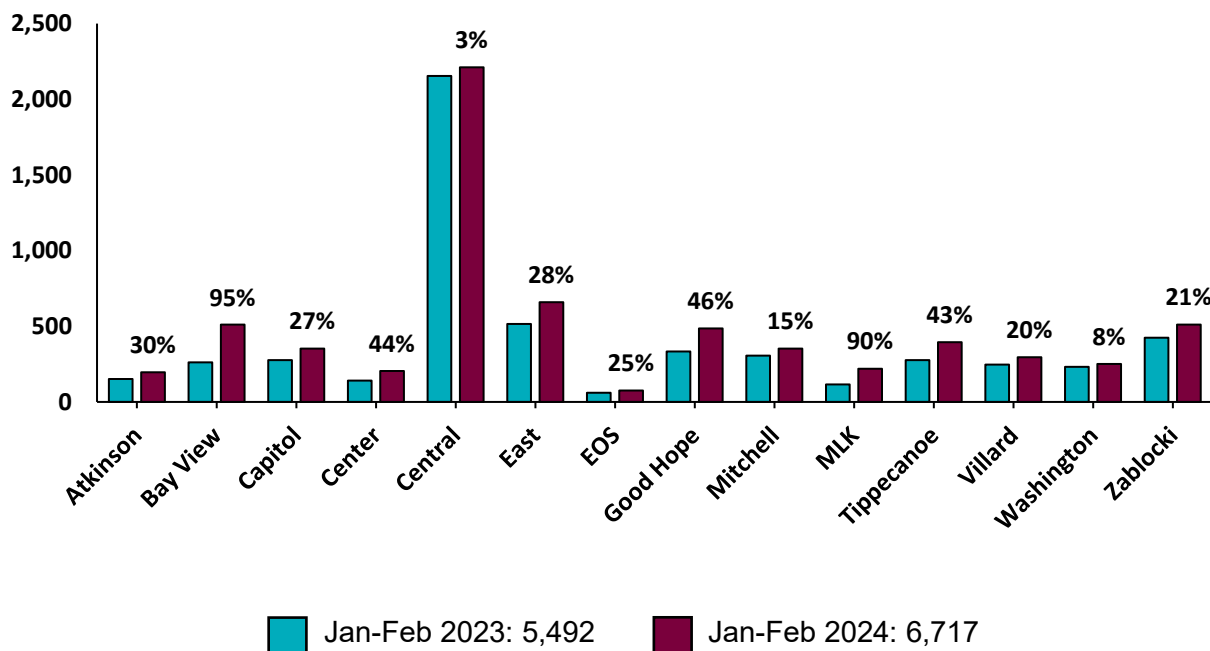
Bee Mine Valentine Community Meal. This new community meal program was themed after the universal spirit of love. Attendees gathered in the community room as a change of pace from the Makerspace, which also allowed for more room to accommodate everyone. Attendees enjoyed the table top 'teasers' (assorted candies) while completing the themed activity sheets. Afterwards, all participated in the Candy Match Quiz led by Chef Sharrie. A French cuisine meal was served, including: French Onion Soup, Sautéed Herbed Chicken Breast, Wild Rice Pilaf, Roasted Vegetable Medley, Baked Dinner Roll, Double Chocolate Cheesecake cupcake w/ fresh strawberries and Sparking Rosé as the specialty beverage. Attendance: 70

Total attendance for 105 programs: 1,803

## Patron Visits

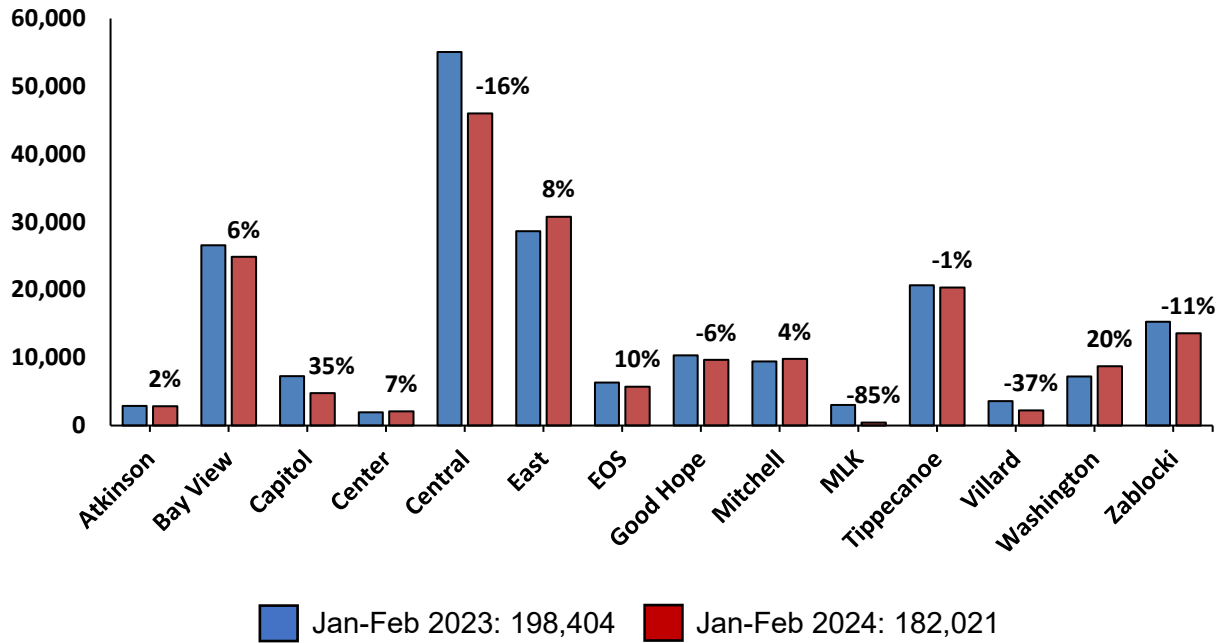


## Registration

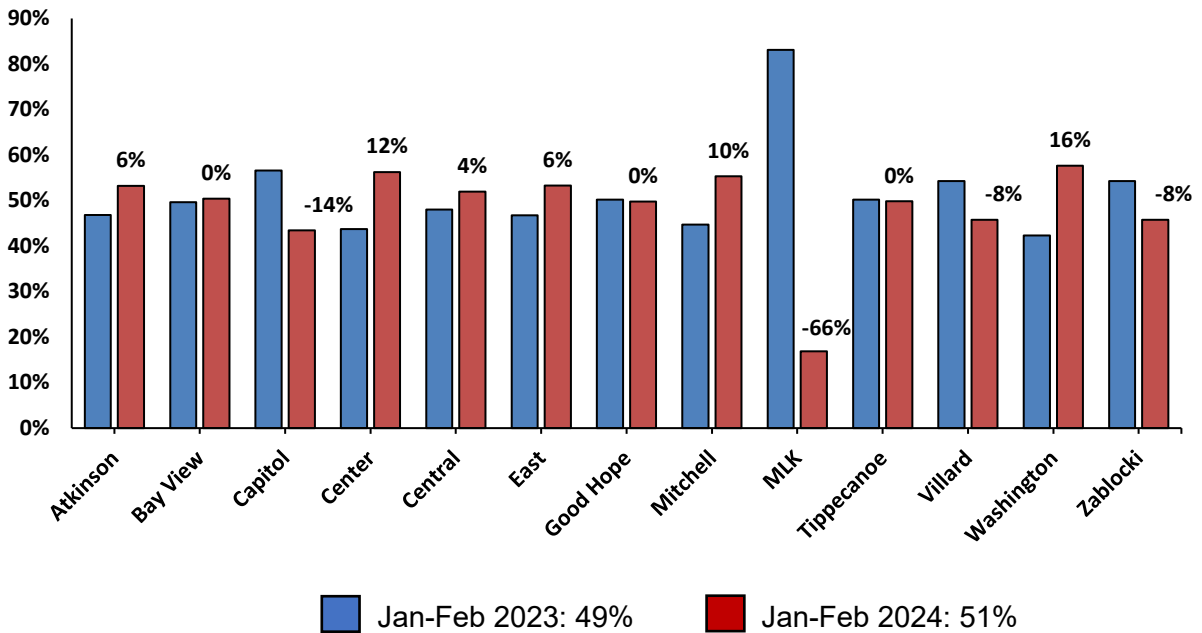




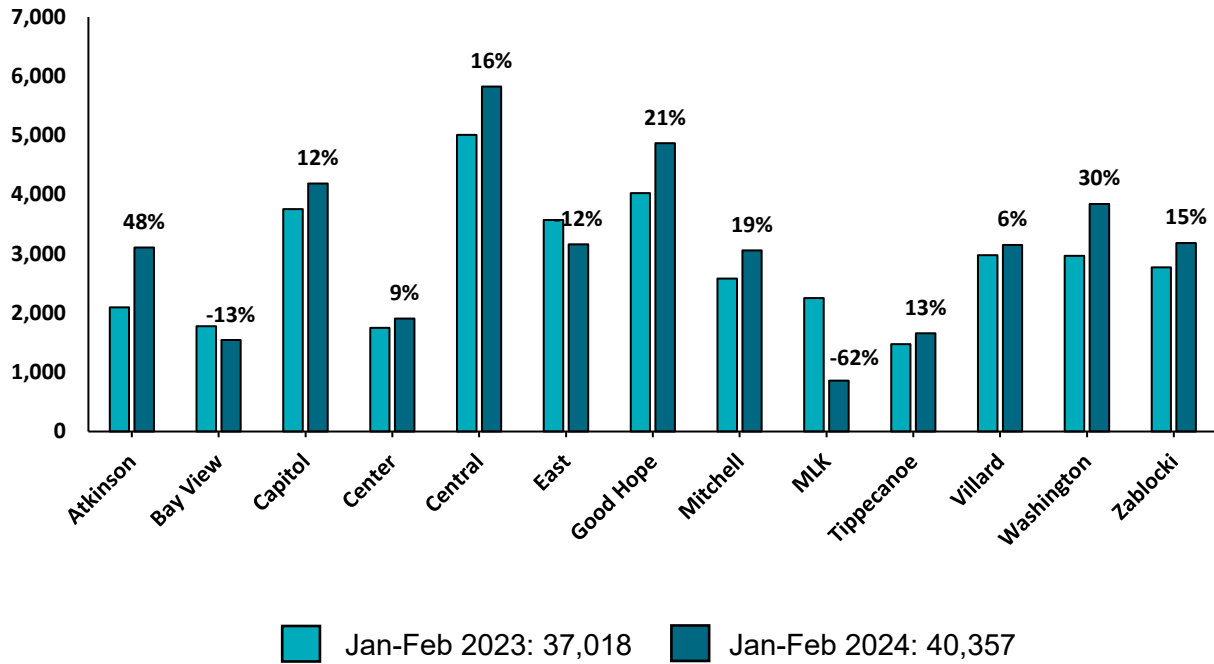
## Traditional Circulation



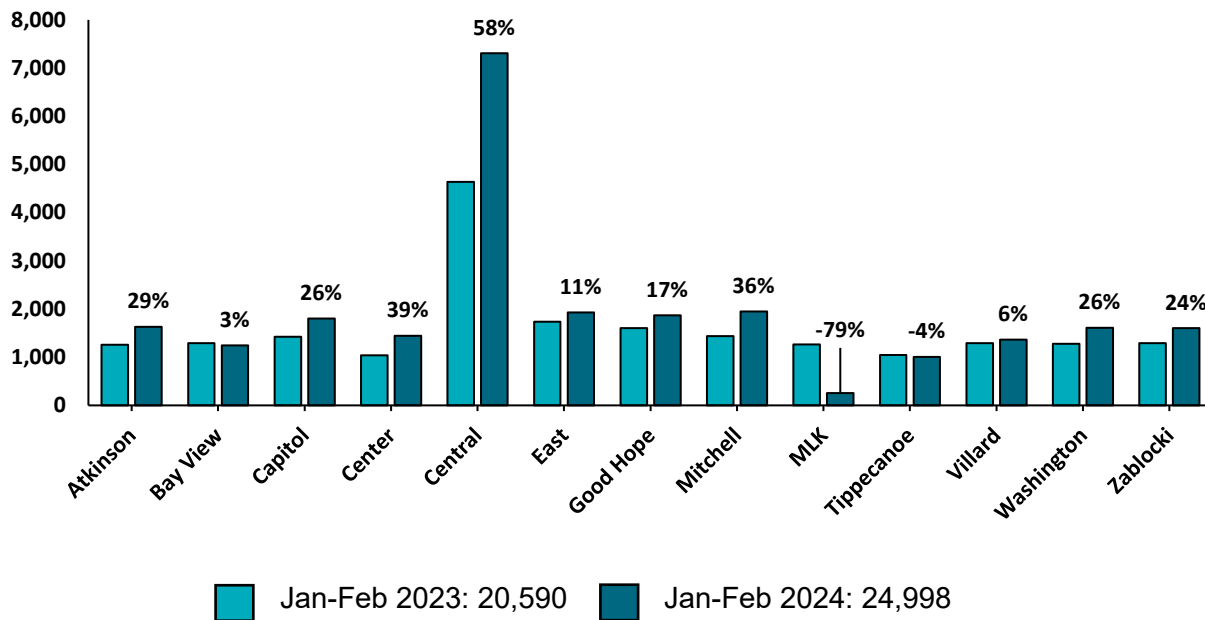
## Self-Checkout



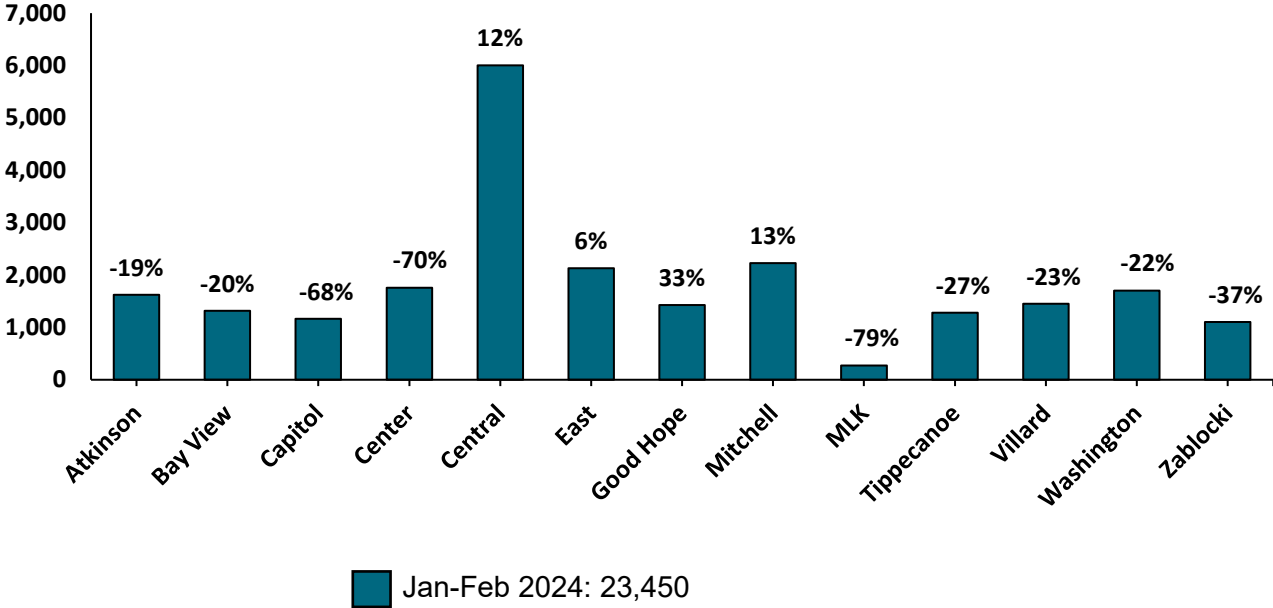
## Print/Copy/Fax/Scan Jobs



## Public Computer Sessions



### Wi-Fi Unique Users



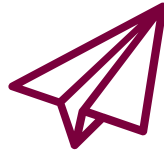
### Ready Reference



**8,866**  
 Call Sessions  
 Last Year: 8,186



**307**  
 Chat Sessions  
 Last Year: 455

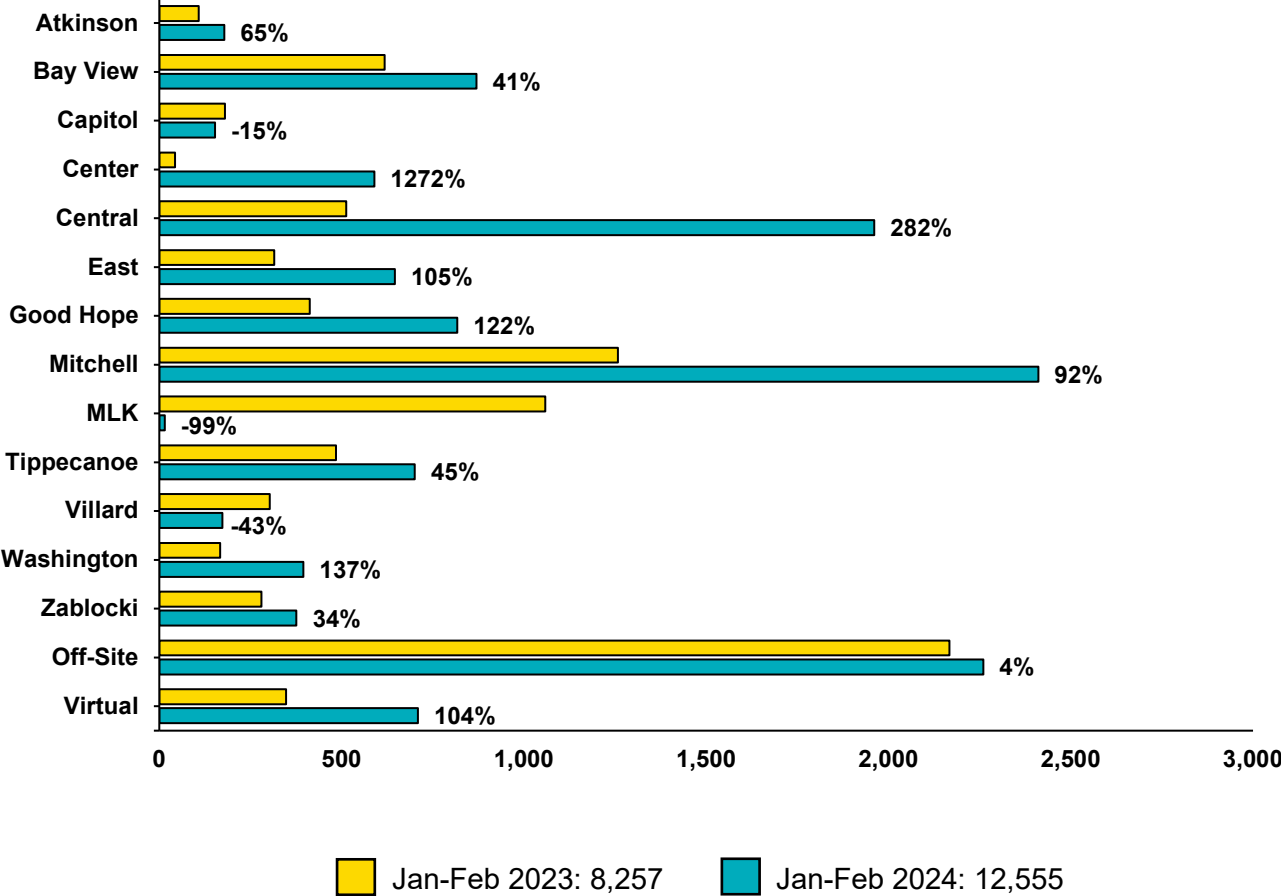


**302**  
 Email Sessions  
 Last Year: 280

### eCirculation

Platform	Jan-Feb 2023	Jan-Feb 2024	Change
Freegal Music	31,561	23,204	-26.5%
Hoopla Digital	9,686	13,925	+43.8%
Kanopy	2,716	4,990	+83.7%
OverDrive	63,809	77,766	+21.8%
<b>Total</b>	<b>107,772</b>	<b>119,885</b>	<b>+11.2%</b>

# Program Attendance





# MEMO

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TO: MPL Board of Trustees  
FROM: Library Director Joan Johnson  
DATE: March 26, 2024  
RE: Mary A. Klug Bequest

In late 2023, I was notified that Milwaukee Public Library is one of three named beneficiaries of the estate of Mary A. Klug. While the estate has not been settled and finalized, I expect to receive full financial documentation for the April 23, 2024 MPL Board Finance and Personnel Committee meeting. I am seeking permission from the Board of Trustees for me and my designee, Deputy Director Jennifer Meyer-Stearns, to complete the necessary legal forms to receive the funds from probate and various held annuity accounts. This generous gift will be deposited in Milwaukee Public Library's Gift and Trust Account, pending a decision for its use and management by the MPL Board of Trustees.

MPL's standard practice has been for the MPL Board of Trustees to act on the disposition of such gifts in their WI Statute 43.58 (7) Powers and Duties to: "receive, manage, and dispose of gifts and donations". The MPL Board of Trustees grants via Board action for the Library Director or their designee to receive the funds into one of the MPL Contribution or Trust accounts, following accounting standards.

Attached: Mary Klug Will; Mary Klug Codicil No. 1; Mary Klug Codicil No. 2; Mary Klug Codicil No. 3; Mary Klug Codicil No. 4; Probate Waiver and Consent – Director Johnson

ATTACHMENT B - P. 1 of 18  
*5. Board of Trustees  
Oversight of Foundation Gifts  
P. 21*



Authenticated/Filed  
Ozaukee County Circuit Court

23-PR-89

JUL 31 2023

Connie Mueller  
Clerk of Circuit Court/  
Register in Probate

Will Admitted to Probate on: LAST WILL AND TESTAMENT

this 19<sup>th</sup> day of September, 2023.

OF

Nicole Jozwowski

(Deputy) Probate Registrar

MARY ANN KLUG

Mary Ann Klug

I, MARY ANN KLUG, of 7750 West Heather Avenue, Milwaukee, Wisconsin, hereby revoke my former wills and codicils and declare this to be my last will. I reserve the right to revoke this will at any time.

ONE: I hereby direct that the expenses of my last illness and funeral be paid out of my estate. All debts of my estate including death taxes, secured obligations, expenses of administration and any expense of taxes which may result from joint tenancy terminations and life insurance proceeds, are to be paid from the residue of my estate.

TWO: All of the property which I own at my death is hereby given to my husband, JAMES C. KLUG, if he survives me.

THREE: If my said husband predeceases me, then and in that event, everything shall be given as follows:

1. Twenty (20%) percent to CARE to further its work on behalf of distressed children.

2. Thirty (30%) percent to the Humane Society, Milwaukee Shelter.

3. Fifty (50%) percent to the Memorial Lutheran Church,

7701 North Green Bay Avenue, Milwaukee, Wisconsin. If the location of the church is changed, my personal representative shall have full authority to comply with my intentions as best he can.

FOUR: If any beneficiary dies prior to the entry of an order, decree or judgment in my estate distributing the property in question, or within thirty days after the date of my death, whichever is earlier, any interest which would have passed to said beneficiary under other provisions of this will are to be disposed of according to the plan of distribution which would have been effective under this will if such beneficiary had predeceased me. It is my intention that any property or interest which is distributed from my estate as a result of any court order, decree or judgment will not be revoked or otherwise affected by the subsequent death of the distributee.

FIVE: I hereby appoint my husband, JAMES C. KLUG, personal representative of my estate and request that no bond be required of him in that capacity. If he does not so act for any reason, I direct that ROBERT H. SURAN, or any member of the law firm of SURAN & SURAN, 9001 North 76th Street, Suite 303, Milwaukee, Wisconsin, be appointed personal representative of my estate and request that a bond be required of him in that capacity. My personal representative is empowered to do any act which he considers to be in the best interest of

my estate in the same manner and to the same extent as I might, if living, do with respect to my own property. Without limiting this general grant of power by the following enumeration, it shall include the power and discretion: to retain, invest and reinvest in property of any kind; to purchase life insurance; to borrow money, to pledge and mortgage assets; to option, sell, lease or exchange property; to pay, compromise, contest or abandon claims against or in favor of my estate; to vote stock and participate in corporate reorganizations, consolidations, mergers and similar transactions; to give limited or unlimited proxies; to erect, repair, alter or demolish buildings or other structures; to plat, improve, maintain and develop real estate; to maintain reserves, including reserves for expense and depreciation; to allocate receipts and disbursements as between principal and income where there is no provision made therefore by statute; to distribute principal or income to a minor or other person under legal disability without the intervention of a guardian. My personal representative shall not be liable for any loss or damage resulting from decisions made or actions taken in good faith. Further, my personal representative is hereby authorized to use informal administration procedures, if any are



available, at the time of my death.

Signed at Milwaukee, Wisconsin, this 6 day of March, 1989.

Mary Ann Klug  
MARY ANN KLUG

The foregoing instrument consisting of four typewritten pages, including this page, was signed and published by said testatrix as her last will in the presence of us who, at her request, in her presence, and the presence of each other, have hereunto subscribed our names as witnesses. We each certify that at the time of the execution of this will, the testatrix was mentally competent and acting voluntarily.

Cathy A. Marks  
Cathy A. Marks

of Brown Deer, Wisconsin

Robert H. Duran  
Robert H. Duran

of Glen Dale, WI

Authenticated/Filed  
Ozaukee County Circuit Court

JUL 31 2023

Connie Mitchell  
Clerk of Circuit Court/  
Register to Probate

Codicil

~~Will~~ Admitted to Probate on:

23-PR-89

this 19<sup>th</sup> day of September, 2023.

Nicole Jurwonski

(Deputy) Probate Registrar

Nicole Jurwonski

FIRST CODICIL

TO

LAST WILL AND TESTAMENT

OF

MARY ANN KLUG

I, MARY ANN KLUG, of 7750 West Heather Avenue, Milwaukee, Wisconsin, hereby declare this writing to be a codicil to my Last Will and Testament dated March 6, 1989 (The Will). This is the first codicil that I have made to The Will. I reserve the right to revoke this codicil and The Will.

ONE: I hereby amend paragraph FIVE of The Will as follows: I hereby revoke the second sentence in paragraph FIVE which reads as follows:

"If he does not so act for any reason, I direct that ROBERT H. SURAN, or any member of the law firm of SURAN & SURAN, 9001 North 76th Street, Suite 303, Milwaukee, Wisconsin, be appointed personal representative of my estate and request that a bond be required of him in that capacity."

I hereby substitute for the above quoted sentence, the following sentence:

"If he does not so act for any reason, I direct that PETER O. BOCKHORST, attorney at law, be appointed personal representative of my estate and request that a bond be

required of him in that capacity."

TWO: In all other respects except as set forth above, I republish, ratify and confirm The Will.

Signed at Milwaukee, Wisconsin, this 26<sup>th</sup> day of February, 1992.

Mary Ann Klug  
Mary Ann Klug

The foregoing instrument consisting of two type written pages, including this page was signed and published by said testatrix as her first codicil to her Last Will and Testament dated March 6, 1989, in the presence of us who, at her request, in her presence, and the presence of each other, have hereunto subscribed our names as witnesses. We each certify that at the time of the execution of this codicil, the testatrix was mentally competent and acting voluntarily.

Carrie Kree of Oak Creek, Wisconsin

Peter O. Bockhorst of Milwaukee, WI  
Peter O. Bockhorst

Codicil

Will Admitted to Probate on:

23-PR-89

Authenticated/Filed  
Ozaukee County Circuit Court

this 10<sup>th</sup> day of September, 2023.

SECOND CODICIL

TO

JUL 31 2023

Nicole Jowkowski  
(Deputy) Probate Registrar

LAST WILL AND TESTAMENT

OF

Connie Mueller  
Clerk of Circuit Court  
Register in Probate

Mary Ann Klug

MARY ANN KLUG

I, MARY ANN KLUG, of 2070 G Pine Ridge Court, Grafton, WI 53024, hereby declare this writing to be a codicil to my Last Will and Testament dated March 6, 1989 (The Will). This is the second codicil that I have made to The Will. The first codicil that I made to The Will is dated February 26, 1992. I reserve the right to revoke the first and second codicils and The Will.

**ONE:** I hereby revoke paragraph THREE of The Will which reads as follows:

“THREE: If my said husband predeceases me, then and in that event, everything shall be given as follows:

1. Twenty (20%) percent to CARE to further its work on behalf of distressed children.
2. Thirty (30%) percent to the Humane Society, Milwaukee Shelter.
3. Fifty (50%) percent to the Memorial Lutheran Church, 7701 North Green Bay Avenue, Milwaukee, Wisconsin. If the location of the church is changed, my personal representative shall have full authority to comply with my intentions as best he can.”

I hereby substitute for the above quoted paragraph THREE, the following paragraph THREE:

“THREE: If my said husband predeceases me, then and in that event, everything shall be given as follows:

1. Twenty (20%) percent to Stephen Kretlow, 659 East Juneau Avenue, Oconomowoc, WI 53066.
2. Twenty (20%) percent to the Humane Society, Milwaukee Shelter.
3. Thirty (30%) percent to the St. John’s Lutheran Church, 1409 Newman Street,

Bloomer, WI 54724. If the location of the church is changed, my personal representative shall have full authority to comply with my intentions as best he or she can.

4. Thirty (30%) percent to the St. Paul’s Catholic Church, 1222 Main Street, Bloomer, WI 54724. If the location of the church is changed, my personal representative shall have full authority to comply with my intentions as best he or she can.”

**TWO:** In all other respects except as set forth above, I republish, ratify and confirm The Will and the first codicil to The Will.

Dated: 5-29-01

Mary Ann Klug  
Mary Ann Klug

We certify that the foregoing instrument, consisting of one and a fraction printed pages above the testator’s signature, was, on the date set forth above, signed, published, and declared by the above-named testator, Mary Ann Klug, as and for her will in our presence; that at her request and in her presence, and in the presence of each other, we are signing our names as attesting witnesses; and that we believe the testator to be of sound mind and memory, of full age to execute a will, and not acting under any restraint.

Janis M. Ardink of Greendale, WI

Randy L. Huias of Milwaukee

STATE OF WISCONSIN  
COUNTY OF MILWAUKEE

We, Mary Ann Klug, Linda Schlinke, and Randy Huiras, the testator and the witnesses, respectively, whose names are signed to the foregoing instrument, being sworn, declare that the testator signed the instrument as her will in the presence of the witnesses; and that she signed voluntarily; and that each of the witnesses, in the presence of the testator, at her request, and in the presence of each other, signed the will as a witness; and that to the best of the knowledge of each witness, the testator was at that time 18 or more years of age, of sound mind, and acting under no constraint or undue influence.

Mary Ann Klug  
Mary Ann Klug

Witnesses:

Linda M. Schlinke

Randy L. Huiras

Signed and sworn to before me

on 5/29/01  
by Mary Ann Klug

Linda Schlinke

and Randy Huiras

[Signature]

Notary Public, State of Wisconsin



My commission is permanent.

Codicil

Will Admitted to Probate on:

this 19<sup>th</sup> day of September, 2023.

Nicole Johnson

(Deputy) Probate Registrar

Nicole Johnson

23.PR.89

THIRD CODICIL

TO

LAST WILL AND TESTAMENT

OF

MARY ANN KLUG

Authenticated/Filed  
Ozaukee County Circuit Court

JUL 31 2023

Connie Mueller  
Clerk of Circuit Court  
Register in Probate

I, MARY ANN KLUG, of 2070 G Pine Ridge Court, Grafton, WI 53024, hereby declare this writing to be a codicil to my Last Will and Testament dated March 6, 1989 (The Will). This is the third codicil that I have made to The Will. The first codicil that I made to The Will is dated February 26, 1992. The second codicil that I made to The Will is dated May 29, 2001. I reserve the right to revoke the first, second and third codicils and The Will.

**ONE:** I hereby revoke paragraph THREE which reads as follows:

“THREE: If my said husband predeceases me, then and in that event, everything shall be given as follows:

1. Twenty (20%) percent to Stephen Kretlow, 659 East Juneau Avenue, Oconomowoc, WI 53066.
2. Twenty (20%) percent to the Humane Society, Milwaukee Shelter.
3. Thirty (30%) percent to the St. John’s Lutheran Church, 1409 Newman Street, Bloomer, WI 54724. If the location of the church is changed, my personal representative shall have full authority to comply with my intentions as best he or she can.
4. Thirty (30%) percent to the St. Paul’s Catholic Church, 1222 Main Street, Bloomer, WI 54724. If the location of the church is changed, my personal representative shall have full authority to comply with my intentions as best he or she can.”

I hereby substitute for the above quoted paragraph THREE, the following paragraph THREE:

“THREE: If my said husband predeceases me, then and in that event, everything shall be given as follows:

1. Twenty (20%) percent to Stephen Kretlow, 1105 Lois Avenue, Brookfield, WI 53045
2. Twenty (20%) percent to the Humane Society, Milwaukee Shelter.

- 3. Twenty (20%) percent to the Grafton Public Library, currently at 1620 Eleventh Avenue, Grafton, WI 53024.
- 4. Forty (40%) percent to the Milwaukee Public Library, currently at 814 West Wisconsin Avenue, Milwaukee, WI 53233

**TWO:** In all other respects except as set forth above, I republish, ratify and confirm The Will and the first and second codicils to The Will.

Dated: 7-31-07

Mary Ann Klug  
Mary Ann Klug

We certify that the foregoing instrument, consisting of one and a fraction printed pages above the testator's signature, was, on the date set forth above, signed, published, and declared by the above-named testator, Mary Ann Klug, as and for her will in our presence; that at her request and in her presence, and in the presence of each other, we are signing our names as attesting witnesses; and that we believe the testator to be of sound mind and memory, of full age to execute a will, and not acting under any restraint.

David J. Haupt of Elkhart, Wisconsin

Low Schopp of Jackson, Wisconsin



STATE OF WISCONSIN  
COUNTY OF MILWAUKEE

We, Mary Ann Klug, Donald P. Hayden, and Lori A. Schopp, the testator and the witnesses, respectively, whose names are signed to the foregoing instrument, being sworn, declare that the testator signed the instrument as her will in the presence of the witnesses; and that she signed voluntarily; and that each of the witnesses, in the presence of the testator, at her request, and in the presence of each other, signed the will as a witness; and that to the best of the knowledge of each witness, the testator was at that time 18 or more years of age, of sound mind, and acting under no constraint or undue influence.

Mary Ann Klug  
Mary Ann Klug

Witnesses:

Donald P. Hayden  
Donald P. Hayden

Lori A. Schopp  
Lori A. Schopp

Signed and sworn to before me

on 7/31/07  
by Mary Ann Klug

Donald P. Hayden

and Lori A. Schopp.

[Signature]

Notary Public, State of Wisconsin

My commission is permanent.



Authenticated/Filed  
Ozaukee County Circuit Court

Codicil  
Will Admitted to Probate on:

23. PR-89

this 19<sup>th</sup> day of September, 2023.  
Nicole Jozanski  
(Deputy) Probate Registrar

FOURTH CODICIL  
TO  
LAST WILL AND TESTAMENT  
OF  
MARY ANN KLUG

JUL 31 2023

Connie Mueeler  
Clerk of Circuit Court/  
Register in Probate

Nicole Jozanski

I, MARY ANN KLUG, of 2070 G Pine Ridge Court, Grafton, WI 53024, hereby declare this writing to be a codicil to my Last Will and Testament dated March 6, 1989 (The Will). This is the fourth codicil that I have made to The Will. The first codicil that I made to The Will is dated February 26, 1992. The second codicil that I made to The Will is dated May 29, 2001. The third codicil that I made to The Will is dated July 31, 2007. I reserve the right to revoke the first, second, third and fourth codicils and The Will.

**ONE:** I hereby revoke paragraph THREE which reads as follows:

“THREE: If my said husband predeceases me, then and in that event, everything shall be given as follows:

1. Twenty (20%) percent to Stephen Kretlow, 1105 Lois Avenue, Brookfield, WI 53045
2. Twenty (20%) percent to the Humane Society, Milwaukee Shelter.
3. Twenty (20%) percent to the Grafton Public Library, currently at 1620 Eleventh Avenue, Grafton, WI 53024.
4. Forty (40%) percent to the Milwaukee Public Library, currently at 814 West Wisconsin Avenue, Milwaukee, WI 53233

I hereby substitute for the above quoted paragraph THREE, the following paragraph THREE:

“THREE: If my said husband predeceases me, then and in that event, everything shall be given as follows:

1. Forty (40%) percent to the Wisconsin Humane Society, currently at 4500 West Wisconsin Avenue, Milwaukee, WI 53208.
2. Thirty (30%) percent to the Grafton Public Library, currently at 1620 Eleventh Avenue, Grafton, WI 53024.
3. Thirty (30%) percent to the Milwaukee Public Library, currently at 814 West Wisconsin Avenue, Milwaukee, WI 53233

**TWO:** In all other respects except as set forth above, I republish, ratify and confirm The Will and the first, second and third codicils to The Will.

Dated: 10-26-11

Mary C Klug  
Mary Ann Klug

We certify that the foregoing instrument, consisting of one and a fraction printed pages above the testator's signature, was, on the date set forth above, signed, published, and declared by the above-named testator, Mary Ann Klug, as and for her will in our presence; that at her request and in her presence, and in the presence of each other, we are signing our names as attesting witnesses; and that we believe the testator to be of sound mind and memory, of full age to execute a will, and not acting under any restraint.

Elizabeth G. Frapp of Wauwatosa

Deedra J. G. of Evon Grove, Wisconsin

STATE OF WISCONSIN  
COUNTY OF MILWAUKEE

We, Mary Ann Klug, Donald P. Hayden, and Elizabeth A. Trapp, the testator and the witnesses, respectively, whose names are signed to the foregoing instrument, being sworn, declare that the testator signed the instrument as her will in the presence of the witnesses; and that she signed voluntarily; and that each of the witnesses, in the presence of the testator, at her request, and in the presence of each other, signed the will as a witness; and that to the best of the knowledge of each witness, the testator was at that time 18 or more years of age, of sound mind, and acting under no constraint or undue influence.

Mary Ann Klug  
Mary Ann Klug

Witnesses:

Donald P. Hayden  
Donald P. Hayden

Elizabeth A. Trapp  
Elizabeth A. Trapp

Signed and sworn to before me

on 10/26/11  
by Mary Ann Klug

Donald P. Hayden

and

Elizabeth A. Trapp



[Signature]  
Notary Public, State of Wisconsin

My commission is permanent.

IN THE MATTER OF THE ESTATE OF

Amended

Mary Ann Klug  
Name

**Waiver and Consent  
(Informal Administration)**

Deceased

Case No. 23 PR 89

1. I am by law an interested person in this estate.
2. I am not a minor.
3. I have not been found incompetent and I do not have a guardian.
4. I waive any further notice of the hearing on the application for informal administration. I enter my appearance in this matter, and consent to the requests made in the application for informal administration.
5. I have received a list of all interested persons, and (Choose one)
  - a copy of the will dated 3/6/1989 and codicil(s) (if any), dated 2/26/1992, 5/29/2001, 7/31/2007, 10/26/2011.
  - a notice of the nature and amount of the bequest contained in the will dated \_\_\_\_\_ or codicil(s) (if any), dated \_\_\_\_\_.
  - decedent died leaving no will.
6. I consent to the admission of the will dated 3/6/1989 and codicil(s) (if any), dated 2/26/1992, 5/29/2001, 7/31/2007, 10/26/2011.
7. I consent to the appointment of Peter O. Bockhorst as personal representative(s) in this estate.
8. Other: \_\_\_\_\_

▶ \_\_\_\_\_  
Signature  
Wisconsin Humane Society by: Stephanie Nespoli  
Name Printed or Typed  
4500 W. Wisconsin Avenue, Milwaukee, WI 53208  
Address


▶ \_\_\_\_\_  
Signature  
Grafton Public Library by: Amanda Kloppmann  
Name Printed or Typed  
1620 11th Avenue, Grafton, WI 53024  
Address

\_\_\_\_\_  
Email Address Telephone Number  
n/a

\_\_\_\_\_  
Email Address Telephone Number  
n/a

\_\_\_\_\_  
Date State Bar No. (if any)

\_\_\_\_\_  
Date State Bar No. (if any)

▶   
Signature  
Milwaukee Public Library by: Joan Johnson  
Name Printed or Typed  
814 W. Wisconsin Ave., Milwaukee, WI 53233  
Address

▶ \_\_\_\_\_  
Signature  
Donald Snyder  
Name Printed or Typed  
19517 S. E. 24th Place, Sammamish, WA 98075  
Address

\_\_\_\_\_  
Email Address Telephone Number  
n/a

\_\_\_\_\_  
Email Address Telephone Number  
n/a

\_\_\_\_\_  
Date State Bar No. (if any)

\_\_\_\_\_  
Date State Bar No. (if any)

▶ \_\_\_\_\_  
Signature

\_\_\_\_\_ Name Printed or Typed

\_\_\_\_\_ Address

\_\_\_\_\_ Email Address Telephone Number

\_\_\_\_\_ Date State Bar No. (if any)

▶ \_\_\_\_\_  
Signature

\_\_\_\_\_ Name Printed or Typed

\_\_\_\_\_ Address

\_\_\_\_\_ Email Address Telephone Number

\_\_\_\_\_ Date State Bar No. (if any)

▶ \_\_\_\_\_  
Signature

\_\_\_\_\_ Name Printed or Typed

\_\_\_\_\_ Address

\_\_\_\_\_ Email Address Telephone Number

\_\_\_\_\_ Date State Bar No. (if any)

▶ \_\_\_\_\_  
Signature

\_\_\_\_\_ Name Printed or Typed

\_\_\_\_\_ Address

\_\_\_\_\_ Email Address Telephone Number

\_\_\_\_\_ Date State Bar No. (if any)

Form completed by: (Name) Attorney Peter O. Bockhorst	
Address 12605 W. North Avenue, Box 271 Brookfield, WI 53005	
Email Address peter@bockhorstlaw.com	
Telephone (414) 271-4040	Bar Number (if any) 1016205

ATTACHMENT B - P. 18 of 18  
5. Board of Trustees  
Oversight of Foundation Gifts  
P. 38



**INSTRUCTIONS:** Complete and return two (2) signed copies of the form and attachments to the library system headquarters. Confirm with the library system if submitting electronic copies is preferred.

Board-approved, signed annual reports for 2023 are due to the DPI Division for Libraries and Technology no later than February 29, 2024.

**I. GENERAL INFORMATION**

1. Name of Library		2. Public Library System			
3a. Head Librarian First Name	3b. Head Librarian Last Name	4a. Certification Grade	4b. Certification Type	5. Certification Expiration Date	
6a. Street Address	6b. Mailing Address or PO Box	7. City / Village / Town	8a. ZIP	8b. ZIP4	9. County
10. Library Phone Number	11. Fax Number	12. Library E-mail Address of Director			
13. Library Website URL		14. No. of Branches	15. No. of Bookmobiles Owned	16. No. of Other Public Service Outlets	
17. Does your library operate a books-by-mail program?	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53?				
20. Square Footage of Public Library	21a. Did your library or a branch move to a new facility during the fiscal year?	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year?		22. UEI Number	

**HOURS OF OPERATION**

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week			
19b. Number of winter weeks			
19c. Summer hours open per week			
19d. Number of summer weeks			
19e. Total weeks per year			
19f. Total hours per year for this location			

PI-2401

**II. LIBRARY COLLECTION**

	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>		
2. Electronic Books <i>E-books</i>		
3. Audio Materials		
4. Electronic Audio Materials <i>Downloadable</i>		
5. Video Materials		
6. Electronic Video Materials <i>Downloadable</i>		
7. Other Materials Owned <i>Describe</i>		
8a. Electronic Collections <i>Locally Owned or Leased</i>		
8b. Electronic Collections <i>Purchased by library system or consortia</i>		
8c. Electronic Collections <i>Provided through BadgerLink</i>		
9. Total Electronic Collections <i>Local, regional, and state</i>		
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>		

**III. LIBRARY SERVICES**

1. Circulation Transactions		c. Circulation of Other Physical Items (subset of 1a.)		2. Interlibrary Loans	
a. Total Circulation	b. Children's Materials			a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>
Method for Counting ILL Transactions					
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)		Items Loaned to Other Libraries <i>Provided to</i>		Items Borrowed from Other Libraries <i>Received from</i>	
Integrated Library Systems (ILS)					
WISCAT					
Other (includes OCLC, manual tracking or other methods)					
3. Number of Registered Users			d. Overdue Fines	4. Reference Transactions	
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count
5. Library Visits			6. Uses of Public Internet Computers		
a. Method	b. Annual Count		a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	c. Method
			d. Annual Count	7. Uses of Public Wireless Internet	
				a. Method	b. Annual Count
8. Website Visits		9. Electronic Collection Retrieval			
		a. Local	b. Other	c. Statewide	d. Total
10. Uses of Electronic Materials by Users of Your Library					
a. E-Books	b. E-Audio	c. E-Video	d. Total Uses of Electronic Materials	e. Uses of Children's Electronic Materials	



**In-person Programs and Attendance + Live,  
 Virtual Programs and Attendance (not asynchronous views)**

**In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)**

	Children (0-5)	Children (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)	Total
Number of Programs						
Total Attendance						

**In-Person Programs and Program Attendance Annual Count**

	11a.Children (0-5)	11b. Children (6-11)	11c. Young Adult (12-18)	11d. Adult (19+)	11e. General Interest (all ages)
Number of Programs					
Total Attendance					
	11f. Onsite In-Person - Subtotal	11g. Offsite In-Person - Subtotal	11h. Total		
Number of Programs					
Total Attendance					

11i. Describe the library's in-person programs:

**Live Views of Virtual Programs and Virtual Program Attendance Annual Count**

	12a. Children (0-5)	12b. Children (6-11)	12c. Young Adult (12-18)	12d. Adult (19+)	12e. General Interest (all ages)	12f. Total
Number of Programs						
Total Live Virtual Attendance						
Total views of live programs that were recorded and posted for asynchronous viewing						

12g. Which platforms does the library use to host the library's live, virtual programs:

12h. Describe the library's live, virtual programs:

**Views of Pre-recorded Programs and Pre-recorded Program Attendance Annual Count**

	13a. Children (0-5)	13b. Children (6-11)	13c.Young Adult (12-18)	13d. Adult (19+)	13e. General Interest (all ages)	13f.Total
Number of Programs						
Total Pre-Recorded Program Views						

13g. Which platforms does the library use to host the library's pre-recorded programs:

13h. Describe the library's pre-recorded programs:

PI-2401

**IV. LIBRARY GOVERNANCE**

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
<b>PRESIDENT</b>					
1. Mark	Sain	[REDACTED]	Milwaukee	53225-1114	[REDACTED]
2. Michele	Bria	[REDACTED]	Milwaukee	53204	[REDACTED]
3. Teresa	Mercado	[REDACTED]	Milwaukee	53221	[REDACTED]
4. Milele	Coggs	[REDACTED]	Milwaukee	53202	[REDACTED]
5. Matthew	Kowalski	[REDACTED]	Milwaukee	53222	[REDACTED]
6. Michael	Morgan	[REDACTED]	Milwaukee	53212	[REDACTED]
7. Felicia	Saffold	[REDACTED]	Milwaukee	53208	[REDACTED]
8. Erika	Siemsen	[REDACTED]	Milwaukee	53208	[REDACTED]
9. Scott	Spiker	[REDACTED]	Milwaukee	53202	[REDACTED]
10. Larresa	Taylor	[REDACTED]	Milwaukee	53202	[REDACTED]
11. Kathleen	Vincent	[REDACTED]	Milwaukee	53233	[REDACTED]
12. Venice	Williams	[REDACTED]	Milwaukee	53216	[REDACTED]
13. Venice	Williams	[REDACTED]	Milwaukee	53216	[REDACTED]
14.					
15.					
16.					
17.					

No. of Library Board Members  
 Include vacancies in this count

12

PI-2401

**V. LIBRARY OPERATING REVENUE**

Report operating revenue only. Do not report capital receipts here

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
Subtotal 1		

2. County

a. Home County Appropriation for Library Services	Subtotal 2a
---	-------------

b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Subtotal 2b			

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
b. Funds Carried Forward from Previous Year		c. Other State Funded Program	
Subtotal 3			

4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount
Subtotal 4	

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
Subtotal 5			

6. Funds Carried Forward Do not include state aid. Report state funds in 3b above.

7. All Other Operating Income

8. Total Operating Income Add 1 through 7

9. What is the current year annual appropriation provided by governing body(ies) for the public library?	
10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)	





PI-2401

**XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENT**

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County			
3. Circulation to Nonresidents Living in Another County in the Library System			
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System			
5. Circulation to All Other Wisconsin Residents		6. Circulation to Persons from Out of the State	
7. Are the answers to items 1 through 6 based on actual count or survey/sample?	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a.		f.	
b.		g.	
c.		h.	
d.		i.	
e.		j.	

**XII. TECHNOLOGY**

**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities: *Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.*

	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities			
Total Self-Directed Activity Participation			
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities			
Total Self-Directed Activity Participation			

2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address

3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address

**XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH  
 SYSTEM MEMBERSHIP REQUIREMENTS**

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats.

A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

**XV. CERTIFICATION**

**I CERTIFY THAT**, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed

PI-2401

**STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVE**

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

The \_\_\_\_\_ Board of Trustees hereby states that in 2023 the \_\_\_\_\_  
*Name of Public Library* *Name of Public Library System / Service*

- did provide effective leadership and adequately met the needs of the library.
- did not provide effective leadership and did not adequately meet the needs of the library.

*Indicate with an X one of the above statements*


Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to [LibraryReport@dpi.wi.gov](mailto:LibraryReport@dpi.wi.gov).

**XV. CERTIFICATION**

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
		



PI-2401

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	COMMENTS
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Wisconsin Department of Public Instruction  
**WISCONSIN PUBLIC LIBRARY OUTLET DATA**

PI-2401-A (Rev. 01-24)

Wis. Stat. §§ 43.05(4) & 43.58(6)

FOR THE YEAR 2023

**INSTRUCTIONS:** This form is  
purposes only. Do not include  
your system headquarters.

# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

3. Branch Email Address

4. Salutation

5. Branch Head First Name

6. Branch Head Last Name

## II. ADDRESS

1. Branch Street Address

2. Branch Mailing Address or PO Box

3. City / Village / Town

4a. ZIP Code

4b. ZIP4

5. County

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

4. Branch Square Footage

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



Wisconsin Department of Public Instruction  
**WISCONSIN PUBLIC LIBRARY OUTLET DATA**

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	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library					
2. Legal Name of Branch			3. Branch Email Address		
4. Salutation	5. Branch Head First Name		6. Branch Head Last Name		

## II. ADDRESS

1. Branch Street Address		2. Branch Mailing Address or PO Box			
3. City / Village / Town		4a. ZIP Code	4b. ZIP4	5. County	

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.		4. Branch Square Footage	
---------------------------------	--	--------------------------	--

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



Wisconsin Department of Public Instruction  
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**FOR THE YEAR 2023**

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## I. GENERAL INFORMATION

1. Name of Parent Library					
2. Legal Name of Branch			3. Branch Email Address		
4. Salutation	5. Branch Head First Name		6. Branch Head Last Name		

## II. ADDRESS

1. Branch Street Address		2. Branch Mailing Address or PO Box			
3. City / Village / Town	4a. ZIP Code	4b. ZIP4	5. County		

## III. BRANCH INFORMATION

1. Branch Phone Number <i>Area/No.</i>	4. Branch Square Footage
--	--------------------------

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



Wisconsin Department of Public Instruction  
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PI-2401-A (Rev. 01-24)

Wis. Stat. §§ 43.05(4) & 43.58(6)

FOR THE YEAR 2023

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2. Legal Name of Branch

3. Branch Email Address

4. Salutation

5. Branch Head First Name

6. Branch Head Last Name

## II. ADDRESS

1. Branch Street Address

2. Branch Mailing Address or PO Box

3. City / Village / Town

4a. ZIP Code

4b. ZIP4

5. County

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

4. Branch Square Footage

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



Wisconsin Department of Public Instruction  
**WISCONSIN PUBLIC LIBRARY OUTLET DATA**  
PI-2401-A (Rev. 01-24)

Wis. Stat. §§ 43.05(4) & 43.58(6)

FOR THE YEAR 2023

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# DO NOT FILE WITH DPI

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2. Legal Name of Branch		3. Branch Email Address
4. Salutation	5. Branch Head First Name	6. Branch Head Last Name

## II. ADDRESS

1. Branch Street Address		2. Branch Mailing Address or PO Box		
3. City / Village / Town	4a. ZIP Code	4b. ZIP4	5. County	

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.	4. Branch Square Footage
---------------------------------	--------------------------

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



Wisconsin Department of Public Instruction  
**WISCONSIN PUBLIC LIBRARY OUTLET DATA**  
 PI-2401-A (Rev. 01-24)  
 Wis. Stat. §§ 43.05(4) & 43.58(6)  
**FOR THE YEAR 2023**

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2. Legal Name of Branch			3. Branch Email Address		
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## II. ADDRESS

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3. City / Village / Town		4a. ZIP Code	4b. ZIP4	5. County	

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.		4. Branch Square Footage	
---------------------------------	--	--------------------------	--

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			





Wisconsin Department of Public Instruction  
**WISCONSIN PUBLIC LIBRARY OUTLET DATA**

PI-2401-A (Rev. 01-24)

Wis. Stat. §§ 43.05(4) & 43.58(6)

FOR THE YEAR 2023

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4. Salutation	5. Branch Head First Name		6. Branch Head Last Name		

## II. ADDRESS

1. Branch Street Address		2. Branch Mailing Address or PO Box			
3. City / Village / Town		4a. ZIP Code	4b. ZIP4	5. County	

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.		4. Branch Square Footage	
---------------------------------	--	--------------------------	--

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



Wisconsin Department of Public Instruction  
**WISCONSIN PUBLIC LIBRARY OUTLET DATA**  
PI-2401-A (Rev. 01-24)

Wis. Stat. §§ 43.05(4) & 43.58(6)

FOR THE YEAR 2023

**INSTRUCTIONS:** This form is  
purposes only. Do not include  
your system headquarters.

# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

3. Branch Email Address

4. Salutation

5. Branch Head First Name

6. Branch Head Last Name

## II. ADDRESS

1. Branch Street Address

2. Branch Mailing Address or PO Box

3. City / Village / Town

4a. ZIP Code

4b. ZIP4

5. County

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

4. Branch Square Footage

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week			
Number of Winter Weeks			
Summer Hours open per week			
Number of Summer Weeks			



Wisconsin Department of Public Instruction  
**WISCONSIN PUBLIC LIBRARY OUTLET DATA**  
 PI-2401-A (Rev. 01-24)

Wis. Stat. §§ 43.05(4) & 43.58(6)

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Wisconsin Department of Public Instruction  
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Summer Hours open per week			
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**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
SERVICES & PROGRAMS COMMITTEE  
MINUTES**

ATTACHMENT D - P. 1 of 2  
8. Library Services & Programs  
Committee Meeting Minutes -  
03/06/24  
P. 64

**Wednesday, March 6, 2023**

**Video Conference Call by Microsoft Teams**

**PRESENT:** Chair Ald. Milele Coggs, Michael Morgan Felicia Saffold, Jennifer Meyer-Stearns

**EXCUSED:** Erika Siemsen, Kathleen Vincent, Joan Johnson

**OTHERS**

**PRESENT:** MPL: Chantel Clark, Carlos Lopez, Joey McMahon, Rebecca Schweisberger

---

Chair Coggs called the MPL Board of Trustees Services and Programs Committee meeting to order at 4:16 p.m. on Wednesday, March 6, 2024 with a quorum present. Deputy Library Director Jennifer Meyer-Stearns served as Board Secretary on behalf of Library Director Joan Johnson. All Trustees and presenters participated by video conference.

---

1. **Committee Meeting Minutes Review**. Chair Coggs entertained a motion to accept the minutes from the July 12, 2023 meeting, listed as Attachment A of the agenda. Trustee Morgan moved to approve the minutes; Trustee Saffold seconded. Motion passed.
2. **Safety Report**. Security Manager Carlos Lopez reported on security incidents at MPL locations and reviewed the data charts, listed as Attachment B of the agenda. Systemwide, increased security incidents correlate to increased patron counts and are comparable to pre-pandemic years. MPL is partnering with Milwaukee Police Department and other City and County groups to address security incidents related to unhoused individuals. Additionally, MPL is providing de-escalation and mental health awareness training for staff. Informational item.
3. **MPL Statistics Reporting Update**. Deputy Library Director Jennifer Meyer-Stearns introduced Library Research and Policy Coordinator Joey McMahon. Mr. McMahon presented an update related to MPL wireless statistics reporting. MPL began reporting wi-fi session statistics to the Board in 2020. In October 2023, the wireless network infrastructure was upgraded and the original equipment and software were replaced. The new equipment has more granular reporting capabilities and Director Johnson determined the number of unique users is a more reliable marker of wireless network usage. Beginning in 2024, the wi-fi statistics reported to the Board will be the number of unique users, instead of the number of sessions. Informational item.
4. **MPL Policy Update**. Associate Library Director Chantel Clark presented a request to update the MPL Code of Conduct as outlined in a memo to the Committee, listed as Attachment D of the agenda. The policy update was requested by MPL staff and reviewed by the Racial, Equity, and Inclusion (REI) Committee. In addition to discussion with the REI Committee, MPL conducted research on security implications as well as the policies of peer institutions. After review and research, MPL recommends removal of the phrase “wearing hoods” from the MPL Code of Conduct Policy. Trustee Saffold moved to accept the recommendation; Trustee Morgan seconded. Motion passed.
5. **Foundation Request for Program Support**. On behalf of Library Director Joan Johnson, Deputy Library Director Jennifer Meyer-Stearns presented a request to allocate MPL Foundation (MPLF) funds as outlined in a memo to the Committee, listed as Attachment E of the agenda. City funding covers infrastructure and staffing costs, while materials, performers, and other value-added items are funded through the generous contribution of MPLF. Trustee Morgan moved to accept the recommendation for use of Foundation funds as directed in the memo; Trustee Saffold seconded. Motion passed.



6. **Next Meeting.** At the July 10, 2024 meeting, Library Director Johnson will brief the Committee on the American Libraries Association (ALA) Congressional Delegation. MPL staff will also present policy update requests for meeting room use and internet safety. Informational item.

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The meeting of the Milwaukee Public Library Board's Services & Programs Committee was adjourned at 4:39 p.m. on March 6, 2024.

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**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
BUILDING & DEVELOPMENT COMMITTEE  
MINUTES  
Thursday, March 7, 2024**

**Video Conference Call by GoToMeeting**

**PRESENT:** Michael Morgan, Matt Kowalski, Teresa Mercado, Mark Sain, Larresa Taylor, Jennifer Meyer-Stearns

**EXCUSED:** Joan Johnson

**OTHERS**

**PRESENT:** MPL: Chantel Clark, Jose Garcia, Yves LaPierre, Rebecca Schweisberger, PJ Woboril

---

Presiding Chair Mark Sain called the MPL Board of Trustees Building and Development Committee meeting to order at 8:05 a.m. on March 7, 2024 with a quorum present. Deputy Library Director Jennifer Meyer-Stearns served as Board Secretary on behalf of Library Director Joan Johnson. All Trustees and presenters participated by video conference. The agenda items were taken out of order but are presented here in numerical sequence.

---

1. **Approval of the Minutes.** Chair Sain entertained a motion to accept the minutes from the November 2, 2023 meeting, listed as Attachment A of the agenda. Trustee Kowalski moved approval of the minutes and Trustee Mercado seconded. Motion passed.
2. **Introduction of MPL Staff.** Library Facilities Manager PJ Woboril introduced Facilities Supervisor Jose Garcia. Mr. Garcia shared a brief overview of his professional experience and background. His first priority at MPL is identifying facility needs at the branches and implementing solutions. Informational item.
3. **Project Inventory and Status Report.** Library Facilities Manager PJ Woboril provided an update of ongoing projects, listed as Attachment B of the agenda.
  - **MPL Central Fire Alarm Design.** MPL is working with IBC Engineering and Zimmerman Architects to re-map the building to create a current set of as-built drawings for use on this and future projects.
  - **Central E6 Tier elevator modernization.** As part of the 1954 building addition, four elevators were installed on the Wells Street side of the building. Of these, two remain and are the only method of transporting staff and materials to and from the three tiers below the Wells Street addition. The modernization is underway; shop drawings are complete and the contractor, MEI, is building the new elevator car. Installation of the new elevator is expected to begin in July and will last approximately 12 weeks.
  - **Central E6 Tier elevator modernization (FA and badge access).** MPL is working with Johnson Controls to add the elevator to the card access and fire alarm systems.
  - **Central Roof Replacement.** This project will replace the remaining roof areas that were not replaced over the last several years, including a large section over the 3<sup>rd</sup> floor. Invitations to bid went out last week and will close on March 29<sup>th</sup>.
  - **Central Roof Replacement (Consultant).** MPL has engaged Concord Group as the construction manager for this project.
  - **Central Roof Replacement (Abatement).** When the roof replacement contract has been awarded, required asbestos remediation work will be required under a separate smaller contract in coordination with the Roof Replacement project.

In 2024, MPL is planning to complete a full assessment of all systems and infrastructure at Central Library to help prioritize projects.

4. **Central Library 4T Renovation Update.** Library Construction Projects Manager Yves LaPierre shared information about planning and renovation on the Central Library tier known as 4T. Level 4T is in the Wells St. addition, one story above street level, and was originally built to hold materials. As library services expanded, several departments and one tenant group were moved into the space. The last renovations were done over 30 years ago and planning is underway to renovate the area into a modern workspace. The Education and Outreach Services (EOS) department is housed in the area and needs additional space for staff and materials, as it is one of the fastest-growing departments in MPL. Photos of the current area and proposed floorplan are attached at the end of these minutes. MPL is working with HGA Architects for space planning. Additional information will be shared with the Committee as the project progresses. Deputy Library Director Jennifer Meyer-Stearns offered to provide a tour of the space to any interested Trustees. Informational item.
5. **Martin Luther King Branch Update.** Library Construction Projects Manager Yves LaPierre presented an update on the project. The Library and apartment building foundations have been erected. The library build-out has gone out for bid. An addendum for HVAC installation will be added in approximately 10 days, with bids due in early April. Turnover of the library shell is expected in May 2024. Photos and renderings are attached at the end of these minutes. Informational item.

Mr. LaPierre also presented an update on the Mitchell Street Alley project. David J. Frank Landscaping donated several planters to the Mitchell Street Alley. By Memorial Day, David J. Frank Landscaping will install plants in them. Informational item.

6. **Capital Projects Foundation Funding Request.** On behalf of Library Director Joan Johnson, Deputy Library Director Jennifer Meyer-Stearns presented a request to allocate MPL Foundation (MPLF) funds as outlined in a memo to the Committee, listed as Attachment C of the agenda. Director Johnson would like to dedicate \$300,000 of the MPL Foundation's 2024 commitment to the Martin Luther King, Jr. branch new construction project. The funds will be used to help support the makerspace as well as artistic and architectural features. Trustee Morgan moved to accept the recommendation for use of Foundation funds as directed in the memo; Trustee Taylor seconded. Motion passed.

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The meeting of the Milwaukee Public Library Board's Building & Development Committee was adjourned at 9:07 a.m. on March 7, 2024.

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# MPL Capital Projects– Building and Development Committee March 7, 2024

ATTACHMENT E - P. 3 of 8  
9. Building & Development  
Committee Meeting Minutes -  
03/07/24  
P. 68

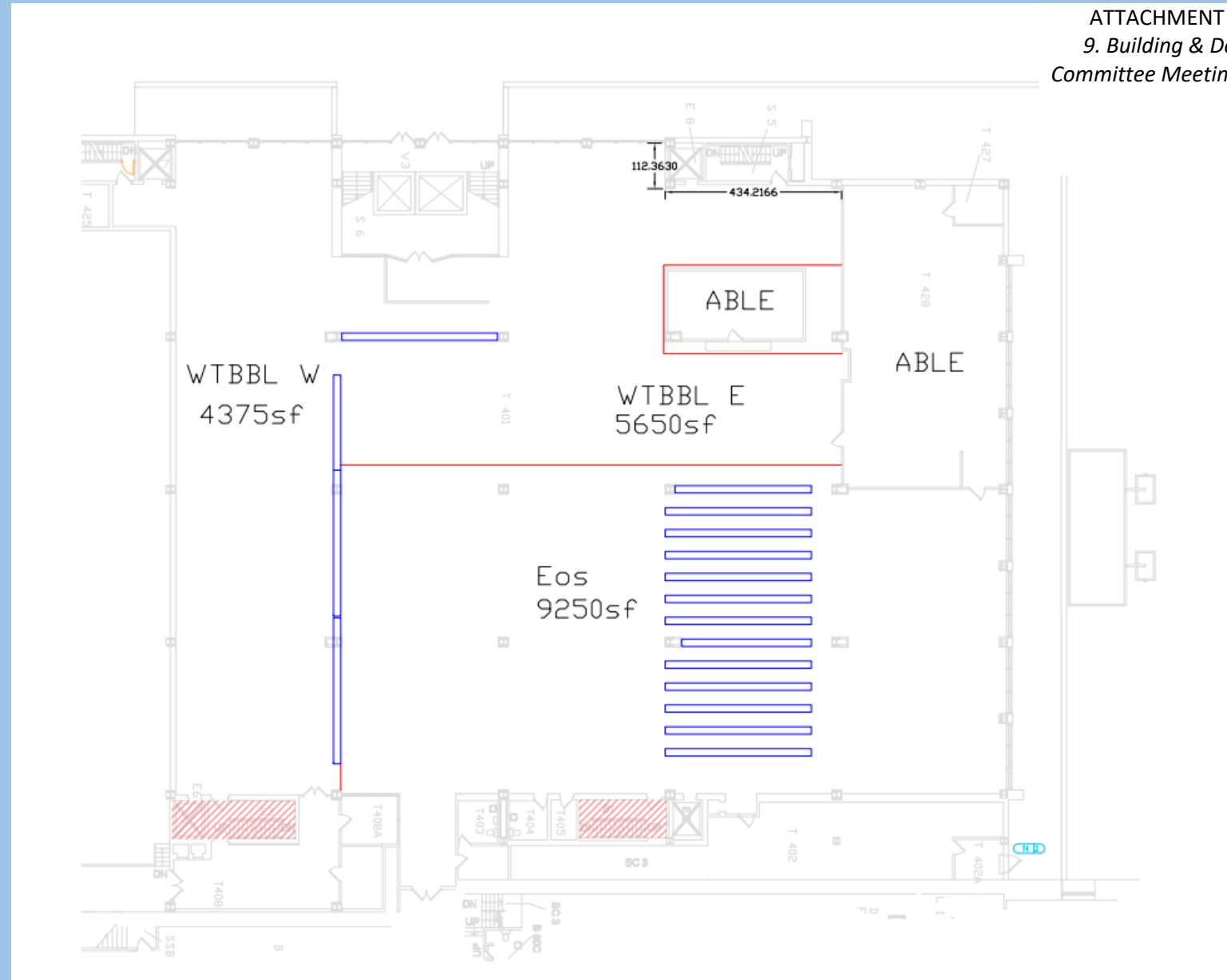


# MPL Capital Projects– Building and Development Committee March 7, 2024

## 4T Renovations

- Education & Outreach Services (EOS)
- Wisconsin Talking Book and Braille Library (WTBBL)
- Central Library Children’s Room (CLCR)
- Audio and Braille Literacy Enhancement (ABLE)

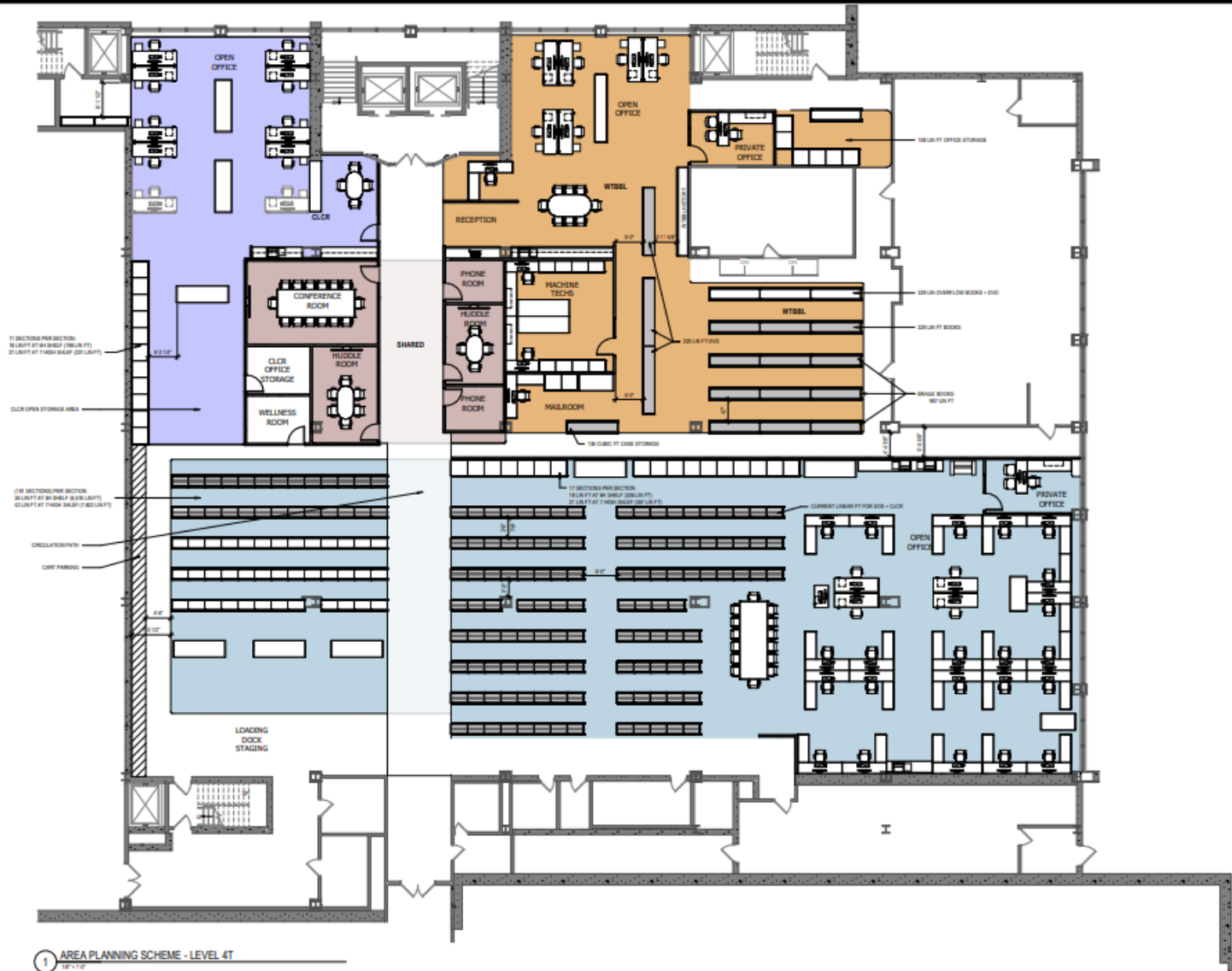
ATTACHMENT E - P. 4 of 8  
9. Building & Development  
Committee Meeting Minutes -  
03/07/24  
P. 69



# MPL Capital Projects– Building and Development Committee March 7, 2024

MILWAUKEE PUBLIC LIBRARY - 4T OFFICE RENOVATION  
2292-025-00

4T OFFICE LAYOUT



HGA

1 AREA PLANNING SCHEME - LEVEL 4T  
1P-110

ATTACHMENT E - P. 5 of 8  
9. Building & Development  
Committee Meeting Minutes -  
03/07/24  
P. 70

# MLK Library Progress – Building and Development Committee March 7, 2024

## Updated Schedule

Library Buildout to Bid	1/29/2024
HVAC-Geothermal Addendum	3/19/2024
Bids Due	4/1/2024
Bid Review & Selection	4/2/2024
	- 4/12/2024
B & D Committee Meeting	4/4/2024
MPL Board Approval	4/23/2024
BID Award	4/24/2024
Shell Turnover	5/1/2024
Substantial Completion	12/18/2024
MLK Day	1/20/2025

ATTACHMENT E - P. 6 of 8  
9. Building & Development  
Committee Meeting Minutes -  
03/07/24  
P. 71



# MLK Library Progress – Building and Development Committee March 7, 2024

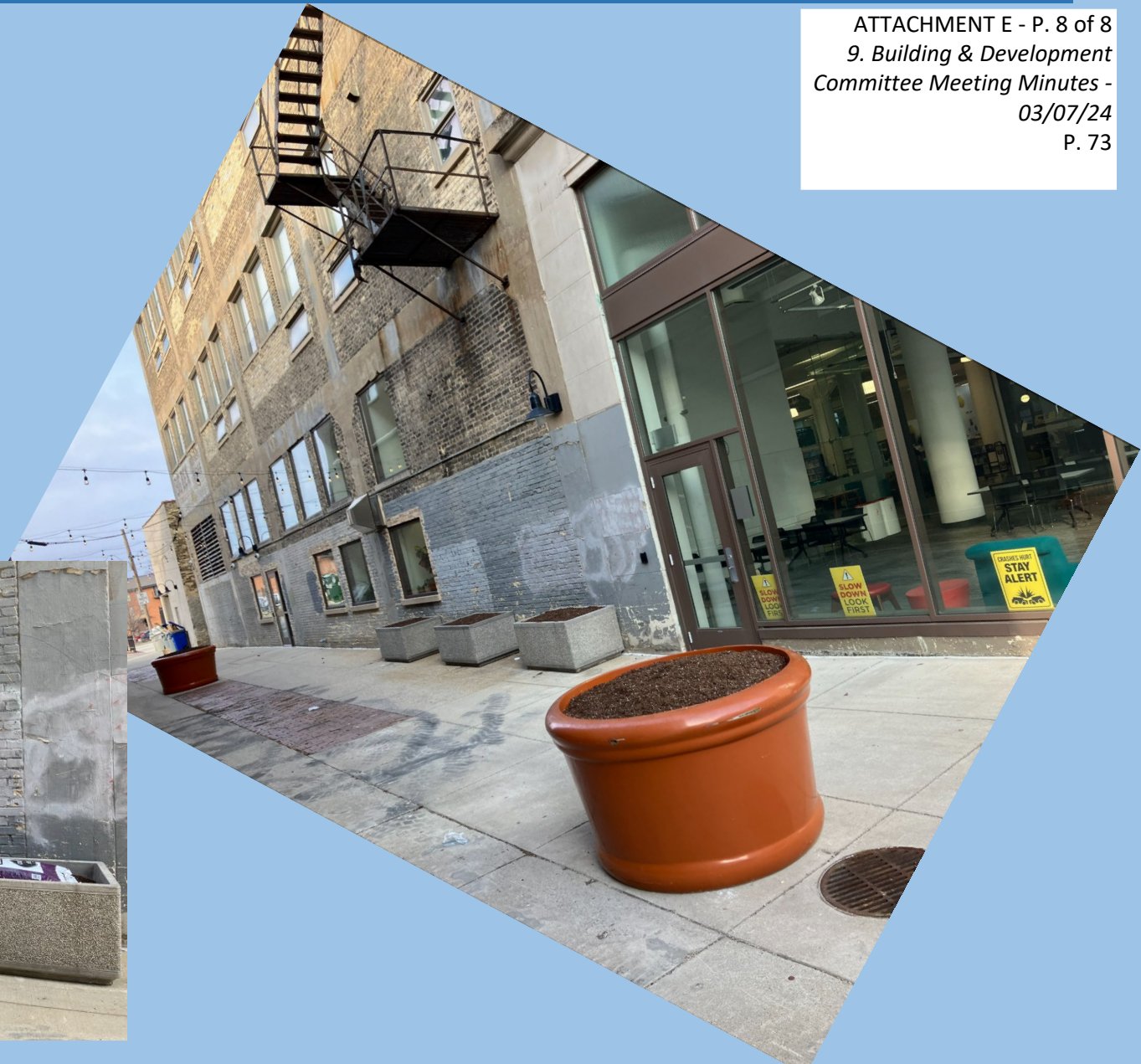
ATTACHMENT E - P. 7 of 8  
9. Building & Development  
Committee Meeting Minutes -  
03/07/24  
P. 72





# Mitchell Street Branch Alley Planters – Building and Development Committee March 7, 2024

ATTACHMENT E - P. 8 of 8  
9. Building & Development  
Committee Meeting Minutes -  
03/07/24  
P. 73



**MILWAUKEE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
FINANCE & PERSONNEL COMMITTEE  
MINUTES**

**Friday, March 22, 2024**

**Video Conference via Microsoft Teams**

**PRESENT:** Teresa Mercado, Felicia Saffold, Scott Spiker, Michele Bria (Ex Officio), Joan Johnson

**EXCUSED:** Ald. Milele Coggs

**OTHERS**

**PRESENT:** MPL: Victoria Robertson, Rebecca Schweisberger, Danielle Wroblewski  
Joseph Payne, Appellant

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Chair Mercado called the meeting of the Board of Trustees Finance & Personnel Committee to order at 1:05 p.m. on Friday, March 22, 2024. All Trustees and presenters participated by video conference.

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1. **Employee Discharge Appeal.** The discharge appeal hearing of Joseph Payne before the Milwaukee Public Library Board of Trustees Finance and Personnel Committee was called to order on Friday, March 22, 2024 at 1:05 p.m. with a statutory quorum present. Per request of the appellant, the meeting was convened in open session. MPL and Mr. Payne presented their cases to the Committee. When all parties rested, Chair Teresa Mercado moved the Committee move into closed session pursuant to Wisconsin Statutes 19.85(1)(b) "Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person" for deliberation of the appeal of discharge filed by Mr. Joseph Payne.

Trustee Bria seconded the motion to move into closed session. Roll was called and passed unanimously. The Committee reconvened in open session at 2:21 p.m. for adjournment. The Committee recommended upholding the discharge. The recommendation will be forwarded to the full Board for approval.

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The meeting of the Library Board's Finance & Personnel Committee was adjourned at 2:25 p.m. on Friday, March 22, 2024.

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