

MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

REGULAR MEETING

MINUTES

Tuesday November 26, 2019

Central Library

814 W. Wisconsin Avenue

Milwaukee, WI 53233

PRESENT: Michele Bria, Joan Prince, Chris Layden, Ald. Nik Kovac, Matt Kowalski, James Marten, Dir. Larry Miller, Ald. Michael Murphy, Sup. Marcelia Nicholson, Mark Sain, Paula Kiely

EXCUSED: Ald. Milele Coggs, Jennifer Smith

STAFF: Rachel Arndt, Eileen Force Cahill, Petra Duecker, Joan Johnson, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Anne Rasmussen, Rebecca Schweisberger, Kelly Wochinske, Dea Wright

OTHERS

PRESENT: MPL Foundation: Ryan Daniels
Budget and Policy Division: Mason Lavey
City Attorney's Office: Rachel Kennedy
Young Development Group: Lavelle Young
Facility Value Management: Kevin Johnson

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:13 p.m. on November 26, 2019 with a quorum present.

CONSENT AGENDA

1. **Regular Board Meeting Minutes October 22, 2019.**
2. **Committee Reports.**
 - a. Finance & Personnel Committee Meeting Minutes October 22, 2019
 - b. Services & Programs Committee Meeting Minutes November 4, 2019
3. **Administrative Reports.**
 - a. Financial Report
 - b. Library Director's Reports

President Bria asked the Board if any items should be removed from the Consent Agenda presented as attachment B, pages 4-19 of the agenda. Hearing no objection, the Consent Agenda was approved.

FUNDRAISING REPORT

4. **Milwaukee Public Library Foundation.** MPL Foundation Executive Director Ryan Daniels reported the 2019 fundraising total to date is \$1.973M. Fundraising totals are projected to exceed \$2M in 2019. The Foundation has created several year-end opportunities for giving, including social media advertisement, educating donors about options for stock donations and planned giving, and offering incentives for donations before the close of the year. Informational item.

OLD BUSINESS

5. **2020 Budget.** Assistant Library Director Jennifer Meyer-Stearns presented the final library budget for 2020; the document is attached at the end of these minutes. There were few changes to the adopted budget from the Mayor's proposed budget. Library Director Paula Kiely recognized Budget Analyst Mason Lavey for his efforts and assistance with budget preparation. Director Kiely also thanked the Common Council, particularly Alderman Murphy and Alderwoman Coggs for advocating on behalf of MPL, as well as the Mayor's office and Budget office. Informational item.

NEW BUSINESS

6. **2020 Library Hours.** The Board reviewed the proposed library hours of operation for 2020, listed as Attachment B of the agenda. There were no changes to the hours from 2019. Trustee Layden moved to approve the hours; Trustee Prince seconded. Motion passed.
7. **Contract Approval – Pro-Bono Advertising Services.** Cramer-Krasselt Co. (C-K) has provided pro-bono marketing services to MPL and requested a contract to formalize their role and contributions. Community Relations and Engagement Director Eileen Force Cahill presented an overview of the assets created for MPL by C-K, including the Library Loud campaign and Super Reader Squad, and the importance of protecting those assets with a formal contract. The contract was written with assistance from the City Attorney's office and has been approved by Library Administration. Assistant Library Director Jennifer Meyer-Stearns added there is no financial language in the contract; it is intended to protect library campaign images, branding, and content. Trustee Murphy moved to approve the contract; Trustee Sain seconded. Motion passed.
8. **Authorization to Approve State Report.** President Bria reviewed a memo from Director Kiely to the Board, listed as Attachment D of the agenda. The memo requests authorization of the Board President to review and approve the annual report sent to the Department of Public Instruction (DPI). Director Kiely gave an overview of the types of data reported to the DPI and how the information is submitted and utilized. MPL has hired a Data Analyst and is restructuring the internal reporting process to ensure the annual report is submitted on time. Trustee Kovac moved to approve the request; Trustee Marten seconded. Motion passed.

REPORTS

9. **Milwaukee County Federated Library System (MCFLS) Board.** Trustee Nik Kovac reported no MCFLS meeting was held in November.

10. **Building & Development Committee Meeting.** Committee Chair Sain reported on the November 7, 2019 and November 26, 2019 meetings. The Committee approved several requests for contract approvals and moved them to the full Board.

- The Committee moved to award a contract to modernize the Central Library Rotunda Elevator to Selzer-Ornst Construction Company, Inc. Trustee Nicholson seconded. Motion passed.
- The Committee moved to award a contract for Central Library Roof replacement to F.J.A. Christiansen Roofing Co., Inc. Trustee Marten seconded. Motion passed.
- The Committee moved to approve the development partnership between Young Development Group and General Capital Group. Trustee Prince seconded. Motion passed.
- The Committee moved to approve delivering a Letter of Intent to the Martin Luther King branch library development team. Director Kiely noted the contribution from the library portion of the project is \$4.5M, not \$5.5M as listed in the draft. Library Construction Project Manager Sam McGovern-Rowen explained the development team would like to submit the letter with their application for affordable housing tax credits through Wisconsin Housing and Economic Development Authority (WHEDA), which is due on January 17, 2020. Trustee Miller seconded. Motion passed.

11. **Next Meeting.** President Bria reviewed upcoming Committee and full Board meeting dates. Director Kiely noted Central Library Community Room 1 will be renovated in 2020 and presented an updated Board meeting schedule with new meeting locations. Informational item.

12. **Branch Redevelopment – Good Hope Library.** President Bria moved into closed session pursuant to Wisconsin Statutes sec. 19.85(1)(e), “for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” for the purpose of discussing Good Hope Library, located at 7717 W. Good Hope Road. Roll was called and unanimously passed. Director Kiely, Sam McGovern-Rowen, Kevin Johnson, Rachel Kennedy, and Rebecca Schweisberger remained in the meeting. The meeting was adjourned in closed session.

With no further business, the Milwaukee Public Library Board of Trustees meeting of November 26, 2019 was adjourned at 5:12 p.m.
