

## REPORT OF THE BOARD'S DELEGATE TO THE MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

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January 24, 2019

*Submitted by President Mark Sain*

### CALL TO ORDER AND ROLL CALL

President Michele Bria called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:48 p.m. on Tuesday, November 27, 2018, in Community Room 1 of the Central Library, 814 West Wisconsin Avenue, Milwaukee, Wisconsin.

Present.....Michele Bria, Ald. Milele Coggs<sup>1</sup>, Ald. Nik Kovac, Matt Kowalski, Chris Layden, James Marten, Ald. Michael Murphy, Supervisor Marcella Nicholson, Joan Prince, Mark Sain, Jennifer Smith, Paula Kiely

Staff.....Rachel Arndt, Joan Johnson, Sam McGovern-Rowen, Jennifer Meyer-Stearns, Judy Pinger, Rebecca Schweisberger, Kelly Wochinske

Others Present .....Mason Lavey, Budget and Policy Division

### SPECIAL COMMUNICATION

(1) President Bria thanked Trustee Prince for her suggestion to include language about the role of the Trustees on the agendas for the full Board's meetings. The language has been added at the end of the agenda, after the Trustees' names. President Bria thanked the Trustees for their service.

(2) President Bria introduced new Trustee Matt Kowalski and presented him with a Library Board pin. Trustee Kowalski has a background in information technology and computer software. He is looking forward to helping to enhance library services and further the MPL's mission.

(3) President Bria introduced Dea Wright, Director of the Office of Early Childhood Initiatives. Ms. Wright has extensive experience working with young children. She is excited to work with MPL staff, the Board, and the community to identify and to implement strategies to help improve childhood outcomes.

(4) The Trustees participated in the annual book donation.

### REPORTS

#### MILWAUKEE COUNTY FEDERATED LIBRARY SYSTEM (MCFLS) BOARD

Judy Pinger, Assistant Library Director responsible for Library Information Technology and Technical Services, reported on the MCFLS Board's November 26, 2018, meeting.

(1) The MCFLS Board added Trustee Elizabeth Suelzer.

(2) Strategic planning continues, and the next meeting will be held on February 28, 2019.

(3) MCFLS will fund a one-year subscription to the CFRA MarketScope Advisor database, which will be available to all members. The database provides investment analysis, market reports, and business-news items. If there is significant interest in the product in 2019, the subscription will be renewed, and member libraries will share the cost.

(4) Following a discussion about collection management, it was determined that, as the Resource Library, MPL will resume the role of repository for system-wide "last copy" items.

#### BUILDING AND DEVELOPMENT COMMITTEE MEETING

Mark Sain reported on the November 20, 2019, meeting of the Building and Development Committee.

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<sup>1</sup> Trustee Coggs participated by conference phone.

(1) The Villard Square Condo was transferred to the City, and the property has been designated for library use.

(2) The Committee recommended approval of several requests:

- entering into a contract with Johnson Controls for Phase 1 work of the energy-performance contract;
- awarding of a contract to Platt Construction for the interior build-out of the new library on Good Hope Road; and
- selection of the name *Good Hope* for the new branch on Good Hope Road.

All motions passed.

(3) Construction remains on schedule for the Good Hope library. A community open house and presentation will be held at Capitol Library on November 26, 2018 to give patrons an opportunity to ask questions about the project.

(4) The Committee was presented with a possible new site for the redevelopment of the Martin Luther King, Jr., Library. It was determined the Committee needs to tour the site before making a recommendation about the site.

## OLD BUSINESS

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### 2019 BUDGET

Director Kiely presented an overview of the final 2019 operating budget. Assistant Library Director Jennifer Meyer-Stearns informed the Board that an amendment had been passed on November 27, 2018, to adjust vacancy rates in all City departments. This decreased the budget by approximately \$3,000. The Board will be provided with an updated document. Director Kiely noted the restoration of Mill Road Library staff is expected to happen mid-year.

## NEW BUSINESS

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### AD HOC BYLAWS COMMITTEE

President Bria thanked Trustees Smith, Nicholson, and Marten for volunteering for the *Ad Hoc* Bylaws Committee. The Committee's goal is to review the current bylaws and make recommendations for updates at the Board's meeting on April 23, 2019. President Bria moved approval to create the Ad Hoc Bylaws Committee, and Trustee Sain seconded. The motion passed.

### 2019 LIBRARY HOURS

The Board reviewed the proposed hours of operation for 2019. Director Kiely confirmed that they remain the same as 2018's hours. Trustee Kowalski moved to approve the hours, and Trustee Sain seconded. The motion passed.

### ANNUAL MEETING CALENDAR

The Board reviewed the proposed meeting dates of the Board and its committees for 2019. President Bria moved to approve the meeting schedule, and Trustee Nicholson seconded. The motion passed.

## STRATEGIC DISCUSSION

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### 2019 BOARD PLAN

(1) President Bria referred to the 2019 Board Plan. The plan will be used to forecast items that may be of interest to the Board and to keep track of tasks and deadlines. President Bria suggested changing the location of the annual meeting in May to the Rare Books Room, inviting a keynote speaker, and ending with a social hour. Trustee Prince suggested inviting a keynote speaker twice per year, with the presentations to be focused on an area of strategic planning. Also, she recommended including the board assessments, both overall board operation, and individual trustee assessments.

(2) President Bria noted that the current Strategic Plan goes through 2020. Director Kiely added that the Plan could be extended by addressing some of the remaining priorities from the current plan and key questions identified during the Board's retreat.

(3) President Bria asked the Board if there are library resources or practices they would like to learn more about as part of the Board's education agenda items. Trustee Layden would like to hear more about how library use is changing and how decisions by the Board are affecting patrons' and staff's experiences. Also, it could be helpful to hear from branch managers about how the Strategic Plan is being implemented at their locations. Deputy Director Joan Johnson has been working with branch managers to track [how] library programming supports the Strategic Plan. Ms. Johnson will report on her findings in the first quarter of 2019.

#### ADJOURNMENT

With no further business, the Milwaukee Public Library Board of Trustees' meeting of November 27, 2018, was adjourned at 5:46 p.m.

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