

# MILWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES

## REGULAR MEETING MINUTES

Tuesday, July 23, 2024

Zablocki Branch  
Community Room  
3501 W. Oklahoma Avenue  
Milwaukee, WI 53215

**PRESENT:** Mark Sain, Michele Bria, Ald. Milele Coggs, Matthew Kowalski, Felicia Saffold, Erika Siemsen, Ald. Scott Spiker, Ald. Larresa Taylor, Sup. Kathleen Vincent, Venice Williams, Joan Johnson

**EXCUSED:** Teresa Mercado, Michael Morgan

**STAFF:** Chantel Clark, Dawn Gardner, Melissa Howard, Dan Keeley, Yves LaPierre, Sarah Leszczynski, Tammy Mays, Karli Pederson, Victoria Robertson, Brett Rohlwing, Marian Royal, Rebecca Schweisberger, David Sikora, Kelly Wochinske

**OTHERS:** Budget & Policy Division: Nathaniel Haack

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President Mark Sain called the meeting of the Milwaukee Public Library Board of Trustees to order at 4:10 p.m. on July 23, 2024. Trustees Coggs, Siemsen, and Williams participated by phone. The agenda items were taken out of order; however, these minutes are presented in numerical sequence.

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### BOARD DEVELOPMENT

1. **Zablocki Branch Introduction.** Library Services Manager Dave Sikora presented a brief overview of Zablocki branch. Mr. Sikora shared a presentation which included history of the building and surrounding area, building updates, and unique features. The presentation is attached at the end of these minutes. Zablocki branch opened in 1963, replacing the Jackson Park storefront library. Although the MPL Board preferred the name Zablocki Library, in honor of Congressman Clement J. Zablocki, the building opened as Oklahoma Library. After Congressman Zablocki's passing, the library was renamed in 1984 and was the last MPL location named in honor of a person. The branch was renovated in 1994 and the parking lot and courtyard were remodeled in 2021. Upgrades include wider sidewalks and additional seating in the courtyard, and porous pavement and an electric vehicle charging station in the parking lot. Zablocki branch serves a diverse population and has increased offerings of English as a Second Language (ESL) tutoring and English Conversational Hour programs to help meet community needs. Informational item.

### CONSENT AGENDA

2. **Regular Board Meeting Minutes June 25, 2024**
3. **Committee Reports**
  - a. Building & Development Committee Meeting Minutes – July 11, 2024

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

Chair Sain 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

5. **Milwaukee County Federated Library System (MCFLS) Board Meeting**. Trustee Vincent reported on the July 18, 2024 meeting. MCFLS is working on a strategic plan and Executive Director Steve Hesel is meeting with member library directors to gather feedback about services. A director's retreat will be held this week to discuss municipal relationships, mental health, and building maintenance. On July 30<sup>th</sup>, Director Hesel will present revisions to system agreements and contracts. The MCFLS Board approved a mid-year budget revision. Informational item.
6. **Service & Programs Committee**. Trustee Saffold presented the action items from the July 18, 2024 meeting.
  - **New MPL Policy Approval Request**.
    - Karli Pederson, Associate Library Director (Library Information Technology and Technical Services), presented a new MPL policy related to the Children's Information Protection Act (CIPA) and internet safety.
    - MPL's goals for creating the policy include:
      - Codifying a policy that meets the requirements for the Children's Internet Protection Act (CIPA).
      - Ensuring MPL remains eligible to receive E-rate funding to support digital equity goals.
      - Clearly and succinctly communicate MPL and patron practices and responsibilities related to online safety.
      - Implement a policy that codifies MPL's compliance with CIPA while remaining flexible to allow for technological innovation and advancement.

Trustee Vincent moved to approve the new policy; Trustee Bria seconded. Motion passed.

7. **Finance & Personnel Committee**. Trustee Vincent presented the action items from the July 17, 2024 meeting.
  - **MPL Gift Policy Approval Request**.
    - Deputy Library Director Jennifer Meyer-Stearns presented a revised policy related to processing gifts and bequests to MPL.
    - The revised policy is intended to codify and clarify management of gift funds and special collections or materials.
    - The Library Director will be notified of all donations and the MPL Board will be consulted in the case of significant donations.
    - MPL conducted research of other libraries with similar fundraising organizations to help inform the policy.

Trustee Spiker moved to approve the revised policy; Trustee Bria seconded. Motion passed.

- **Recommended Expenditure of Klug Gift to MPL.**
  - Deputy Library Director Jennifer Meyer-Stearns reported on the status of the Mary Klug estate gift and made a recommendation for expenditure.
  - MPL is a partial beneficiary of the estate of Mary A. Klug. MPL staff has been working with the probate attorney for the last several months to complete legal paperwork and filings.
  - A portion of the gift was inadvertently processed by MPL Foundation rather than MPL. MPL and MPLF are working together to move the \$146,728.26 from MPLF funds into the MPL Trust and Gifts Account.

Trustee Bria moved to approve holding the entirety of the funds in the MPL Trust and Gifts Account while design and final plans are drafted for the Central Library 4T renovation. Trustee Kowalski seconded. Motion passed.

- **Loan Request – North Point Lighthouse and Museum.**
  - Deputy Library Director Jennifer Meyer-Stearns and Kirsten Thompson, Library Services Manager (Humanities and Arts), presented a proposal to approve a multi-year loan to the North Point Lighthouse and Museum.
  - The MPL Board must approve all multi-year loans or loan of objects valued over \$50,000.
  - The objects on loan will be on display in a secure space in the lighthouse.
  - Library Administration has previously authorized one-year loans to the North Point Lighthouse and Museum of these items:
    - A model of the ship “Baltic” for inclusion in an exhibit titled “Milwaukee’s Melting Pot.”
    - The nameboard from the vessel “Rouse Simmons” for inclusion in an exhibit of Great Lakes maritime artifacts.
    - A chronometer for inclusion in an exhibit on marine navigation.
  - Library Administration is also requesting Board approval to loan the following object until June 2026:
    - A model ship, “Fireboat No. 15” for inclusion in an exhibit titled “Milwaukee’s Maritime History.”

Trustee Vincent moved to authorize the Library Director or their designee to extend these loans to North Point Lighthouse for up to 5 years. Trustee Saffold seconded. Motion passed.

## **NEW BUSINESS**

8. **2024 Goals Progress Report.** Library Director Joan Johnson presented a progress report on MPL’s goals for 2024, including:
  - Increased patron count -the target is 1.5 million visitors in 2024. MPL is currently on track to exceed library usage as compared to 2023
  - Expanded Sunday service - Director Johnson acknowledged the tremendous efforts of the Human Resources team and Public Services Managers in managing the recruitment and selection process to fill 20 new positions that support Sunday service. She also recognized the front-line staff and support members who were able to begin service at Tippecanoe and Good Hope, and continue service at Central Library.

- Economic & Workforce Development – the target is increased use and activation of the Business Commons at Central Library. To support this goal, MPL launched and successfully completed its first ever Entrepreneur-in-Residence program.
  - The program hosted 6 workshops and 12 mentoring sessions, with 105 entrepreneurs served.
  - The program was funded by Milwaukee Public Library Foundation and MPL hopes to repeat it in 2025. If funding permits, MPL is prepared to host 2 cycles in 2025.
- Martin Luther King branch redevelopment – the project is on track to open in early 2025.
- Digital inclusion – this project is part of a long-term goal to facilitate affordable, reliable, high-speed internet access for 500 eligible households around designated branches by the end of June 2025. MPL is partnering with ITMD and pro bono legal counsel to draft a Request for Proposal (RFP) for a vendor partner for the infrastructure on the project. The goal is to have the final draft of the RFP to the City Attorney for review by September. MPL received support from the Education Superhighway to identify criteria for eligible households and develop the verification process. The attorney also recommended providing a site inventory for the 6 locations that will be involved in the project

The Board offered thanks to Director Johnson and the entire MPL team for all their work.

#### **OLD BUSINESS**

9. **2025 Budget Update.** Library Director Joan Johnson provided an update on the 2025 budget process. All City departments were directed to prepare a budget with options for up to a 5% cut, which equates to \$1.3M from MPL’s cost to continue budget. Director Johnson, Associate Library Director Chantel Clark, and the Trustees discussed various service plan options the MPL Administration team has prepared in preparation for potential budget scenarios. MPL is working closely with Budget & Management Special Assistant Nathaniel Haack to develop recommendations for the Mayor’s proposed budget. A special Board meeting may be scheduled in August to deliberate on potential service options in greater detail. Informational item.

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With no further business, the Milwaukee Public Library Board of Trustees meeting of July 23, 2024 was adjourned at 6:48 p.m.

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