



City of Madison
Meeting Minutes - Final
MADISON PUBLIC LIBRARY BOARD

City of Madison
Madison, WI 53703
www.cityofmadison.com

Thursday, January 4, 2007

4:30 PM

Madison Public Library
201 W. Mifflin St., Rm. 201

I. CALL TO ORDER

The meeting was called to order at 4:35 p.m.

ROLL CALL

Present: Larry Palm, Barbara J. Karlen, Tracy K. Kuczenski, Ann L. Falconer, David L. Wallner, Theodore C. Widder, III and Gregory Markle

Absent: Annette Miller

Excused: Carol Carstensen

Also Present: J. Olson, L. Olson, Roughen, Benno, Froistad, Dimick, Sawyer

II. APPROVAL OF MINUTES

The December 7, 2006 Minutes were approved.

**A motion was made by Karlen, seconded by Wallner, to Approve the Minutes.
The motion passed by acclamation.**

III. CORRESPONDENCE

The library received a letter from the MATC Child and Family Center thanking us for allowing their organization to be part of the Play Literacy Program. Library staff were outstanding. The program produced an increased interest in reading and writing in their children.

IV. PUBLIC COMMENT

There were none.

V. BOARD INFORMATION EXCHANGE

Mr. Wallner recently visited the new Minneapolis Central Library. Because of funding difficulties, they are only open five days a week and are trying to keep from closing three branches.

Mr. Widder is working with Veridian and the city to finalize the agreement for the Grandview Commons land and cash donation. It is somewhat different than what was originally discussed. The land and \$75,000 will be given to the city over the next 12 months. The cash donation will be used to produce renderings and jump start fund raising efforts. We have seven years to build the library. An additional \$150,000 will be donated if the library gets zoning approval by December 31, 2008. It may be possible to get Specific Implementation Plan approval by then. Veridian will not be obligated to give us that money if we don't. The city attorney will prepare an amended resolution to sign.

VI. FINANCIAL REPORT

The Financial Report is through November 30, 2006. Staff are madly paying bills to get as much paid by year end as possible.

Revenues - Grants were budgeted at \$85,000 and came in at \$229,832. This was due in large part from grants received from the Foundation. The Reserves Applied is not a deficit.

Expenditures - Salaries may be underspent by about \$20,000 which is very tight given the budget is over \$8,000,000. We may be overspent in utilities and CAM costs.

Due to the accounting requirements of GASBE, arbitrage rules come into play for capital projects. The City is allowed to borrow at a favorable rate but funds have to be expended within 24 months. Several library projects were authorized more than two years ago and weren't completed; therefore, these funds are being reauthorized to 2007 to meet the arbitrage rules. The library won't lose any money; it will just be reallocated to the proper time period and actually result in a bit of savings as the interest rate was lower when the money was borrowed than it is now.

ROLL CALL

Present: Larry Palm, Barbara J. Karlen, Tracy K. Kuczynski, Annette Miller, Ann L. Falconer, David L. Wallner, Theodore C. Widder, III and Gregory Markle

Excused: Carol Carstensen

VII. APPROVAL OF 2007 DANE COUNTY LIBRARY SERVICE EXTENSION OF SERVICES CONTRACT

This is an annual agreement that sets forth the payments from the Dane County Library Service to Madison Public Library as reimbursement for serving people who use Madison's libraries but don't pay Madison's local library levy. MPL will be reimbursed 5% of our total revenues for 2007.

Wallner moved, seconded by Markle, to approve the 2007 Dane County Service Extension of Services contract. Motion passed by acclamation.

VIII. BEHAVIOR POLICY REVISION

Youth Services and Branch staff worked on the portion of the behavior policy dealing with the age of unattended children in the library. By changing the bullet point to "Failure to provide proper supervision" and adding an Addendum concerning behavior and supervision of minors the new draft removes a specific age and concentrates on behavior.

After a lengthy discussion, it was agreed that children under the age of 7 must be accompanied by a responsible individual at all times. The addendum will state that when an unattended or under-attended child is disruptive, appears to be a danger to herself or himself, appears to be threatened by others, appears to be ill or upset, or has not been met by a parent or caregiver at closing, library staff will attempt to contact the parent or guardian of the child. In the event that the parent or guardian cannot be located, staff will contact the Madison Police Department. In the event of an emergency, staff will call 911.

The changes will be made and forwarded to the City Attorney for his approval and then come back to the Library Board for its final approval.

IX. FACILITIES REPORT

Mr. Benno reported that in 2005 the Library had \$73,000 allocated in the budget to comply with the State of Wisconsin Department of Administration's Badgernet conversion network. (The State brought fiber optic cable to the terminus of libraries, schools and municipalities.) Our internal cabling project has been completed and came in \$16,000 under budget.

The Pinney and Monroe Street Branches will soon be undergoing some building improvements (carpeting/lighting for MSB and carpeting/furniture for PIN). Staff is meeting with architects now to finalize plans. The changes will affect work flow. The anticipated date for completion is March 31.

X. FRIENDS' UPDATE

There was no report.

XI. FOUNDATION UPDATE

The annual fall campaign goal was \$140,000. The Foundation closed the campaign today with donations totalling \$155,000.

The Foundation funded library staff grant requests of \$50,000 at year end. The account balance remains quite high. The Foundation Board will have to determine how to allocate those funds.

The Sequoia steering committee is planning the kick-off event for the public phase of the campaign. It is scheduled for January 28. The goal was to have \$500,000 raised by the kick-off date. They are currently at \$505,000. Large donors will be recognized at this event. The Mayor and Jessica Doyle will be present.

The Foundation received a bequest for \$270,614 dollars from a woman who had most recently been living in Seattle. She grew up in Niellsville, WI, and was a school teacher. She taught in Wisconsin, Europe and Japan after the war and then in Seattle. In addition to Madison's donation, she donated a like amount to both the Niellsville and Sheboygan libraries. This brings the endowment to \$980,000.

The Foundation is in the process of hiring a 1/2 time Executive Director. Interviews are scheduled for January 12.

XII. SOUTH CENTRAL LIBRARY SYSTEM UPDATE

Madison Public Library still hasn't named a representative to the SCLS Board. Ms. Dimick checked with the SCLS director and Board to see if it would be possible for a representative to attend their board meetings via teleconference. They were not willing to do that. Ms. Karlen indicated that come summer, her schedule may be such that she could attend the meetings.

XIII. DANE COUNTY LIBRARY SERVICE UPDATE

There was no report.

XIV. COMMITTEE UPDATES

There were no reports.

XV. ADJOURNMENT

The meeting adjourned at 5:35 p.m.

A motion was made by Wallner, seconded by Palm, to Adjourn. The motion passed by acclamation.