



City of Madison
Meeting Minutes - Draft
MADISON PUBLIC LIBRARY BOARD

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

Thursday, April 6, 2006

4:30 PM

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

I. CALL TO ORDER

The meeting was called to order at 4:30 p.m.

Present: Ald. Larry Palm, John A. Taft, Jr., Ann L. Falconer, Theodore C. Widder, III and Gregory Markle

Absent: David L. Wallner

Excused: William C. Keys, Barbara J. Karlen and Ramon R. Hernandez

Also Present: Wolfe, Grogan, Benno, Sawyer, Dimick, Froistad, Roughen, Lee, Knapp, Olson

II. APPROVAL OF MINUTES

The Minutes of March 2, 2006 were approved.

A motion was made by Ald. Palm, seconded by Markle, to Approve the Minutes. The motion passed by acclamation.

III. CORRESPONDENCE

The library received two requests: 1) To build a drive-thru window at the new Sequoia Branch Library and 2) Close libraries a day during to week to enable them to be open Sundays.

IV. PUBLIC COMMENT

There were none.

V. BOARD INFORMATION EXCHANGE

It was noted the revised Patriot Act has no changes that affect libraries.

The Madison Literacy Council is sponsoring a 24 hour Read-a-Thon event at Borders Books April 28 and 29.

A newspaper article requesting library service in the Allied Drive neighborhood has generated a lot of discussion. There is a lot of interest in providing service to this area. The library has tried several things in the past and will continue to do so.

Present: Ald. Larry Palm, John A. Taft, Jr., Ann L. Falconer, David L. Wallner, Theodore C. Widder, III and Gregory Markle

Excused: William C. Keys, Barbara J. Karlen and Ramon R. Hernandez

VI. FINANCIAL REPORT

2006 Budget Amendments - At last month's meeting the Board approved a budget

adjustment to increase service hours at the Meadowridge Branch Library effective July 1, 2006 and requested that staff estimate the cost of expanding an eastside branch library's service hours for discussion at the April meeting. Based on increased circulation and its location on the periphery, staff recommended Lakeview be chosen.

Two scenarios were prepared: A) open hours 10-8 M-F and 9-5 Sat. for both branches for an annual cost of \$207,258 and B) open hours 9-9 M-F and 9-5 Sat. for both branches for an annual cost of \$256,751.

Scenario A - The cost to expand the hours at a second branch more than doubles the cost of expanding the hours at only one branch. This is because an 80% multi-site library assistant will need to be hired to cover vacation, illness, etc. and dinner coverage five nights a week. The number of multi-site positions is based on union contract language and will need to be negotiated.

There is money in the budget to increase some branch hours in 2006, as discussed at the last Library Board meeting. This could be an issue for 2007, however. We've received no indication of the City's operating budget constraints for 2007. If the 2007 Library operating budget is cut, the money to continue the hours could come from the books/materials budget, or the contingency fund, neither of which is very desirable. It could come from the budget for materials with the hope that there would be enough carryover money at year's end to add the money back in the materials budget.

Considering the City's budget process and current fiscal constraints, there doesn't seem to be any other way to accomplish adding hours to branches. It was agreed that if we second guess the operating budget process, we'll never move forward with our strategic goal of increasing hours to offer equitable service throughout the city. We should just go ahead and take the risk this year, trusting that we'll find the resources to continue.

Markle moved, seconded by Falconer, to approve Scenario A, expanding hours at both Meadowridge and Lakeview from 10-8 M-F and 9-5 Sat. for a cost of \$67,000 in 2006 and \$207,000 in 2007. The remainder of the unrestricted 2005 fund balance to be added entirely to salaries. Whatever remains in 2006 carryover can be used to defray these staffing costs for 2007. Motion passed by acclamation.

M&I Investment Options - From a philosophical standpoint we have decided the growth on endowment for the library will be the responsibility of the Foundation. The Library Board M&I fund will be used to generate income in a prudent way. M&I Trust has responded to our request for a change in our investment profile in order to increase the annual income we receive from the Library Board's Endowment Fund held at M&I. It currently generates between \$13-\$15,000 per year. Their proposal is to change to a fixed income based portfolio expected to generate \$30,000 or double our previous income.

Wallner moved, seconded by Taft, to approve the change in investment profile with M&I Trust. Motion passed by acclamation.

VII. FACILITIES UPDATE

The architectural firm of Engberg Anderson has been chosen for the Sequoya expansion project. There will be a neighborhood meeting April 25 at the Midvale Lutheran Church. A neighborhood survey is also being conducted. The responses will be discussed at a separate meeting April 23.

VIII. FRIENDS' UPDATE

Planning for the annual Book Club Cafe is underway. The event will be held May 23 and

will feature author Sara Rath.

IX. FOUNDATION UPDATE

A fund raiser has been chosen to spearhead the Sequoya campaign. A contract will be negotiated by the Foundation.

X. SOUTH CENTRAL LIBRARY SYSTEM UPDATE

Phyllis Davis has been selected to fill the vacant Director position effective April 1. She was the former Associate Director. SCLS has begun the process of filling that position. Peter Hamon has been selected to serve on the SCLS Foundation Board.

XI. DANE COUNTY LIBRARY SERVICE UPDATE

There is nothing new to report; the consultants are still gathering information for the final report.

XII. COMMITTEE UPDATES

Planning Committee - No report

Personnel Committee - There is a staff process underway to identify knowledges, skills, and abilities for professional library positions. Once this is completed, there will be discussions with Human Resources staff. The results of that discussion will be shared with the Personnel Committee.

The Library Board's compliance statement delegates certain functions to the city. This was discussed by the Personnel Committee and a revised draft has been sent to the City Attorney for comment. Once we have the City Attorney's response, it will be brought back to the Library Board for approval.

XIII. ADJOURNMENT

The meeting adjourned at 5:29 p.m.

A motion was made, seconded by Taft, Jr., to Adjourn. The motion passed by acclamation.