



City of Madison
Meeting Minutes - Final
MADISON PUBLIC LIBRARY BOARD

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

Tuesday, August 1, 2006

4:00 PM

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

I. CALL TO ORDER

The meeting was called to order at 4:09 p.m.

Present: Larry Palm, Carol Carstensen, David L. Wallner, Theodore C. Widder, III and Gregory Markle

Absent: Barbara J. Karlen

Excused: John A. Taft, Jr. and Ann L. Falconer

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

II. APPROVAL OF MINUTES

The July 6, 2006 Minutes were approved.

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

III. CORRESPONDENCE

There was none.

IV. PUBLIC COMMENT

There were none.

V. BOARD INFORMATION EXCHANGE

There was none.

VI. FINANCIAL REPORT

There was only one question re the financial report. Does the library earn interest on the city appropriation funds it receives? No, the library doesn't, but the city does.

Ms. Karlen arrived at 4:12 p.m.

Present: Larry Palm, Carol Carstensen, Barbara J. Karlen, David L. Wallner, Theodore C. Widder, III and Gregory Markle

Excused: John A. Taft, Jr. and Ann L. Falconer

VII. APPROVAL OF PROPOSED 2007 OPERATING BUDGET

The revenues for the proposed 2007 operating budget were reviewed. The city appropriation has been reduced by 3% from last year to \$9,460,000. It includes the

2007 staff cost of living increases and an increase in debt service on our capital projects. The other major reduction in revenues comes from the Dane County reimbursement program for walk-in service - \$107,521.

Based on advice from our budget analyst, no revenues figures were included for gifts and grants for 2007. This is because we don't know what we'll receive and also because the gifts are designated for specific purposes. By early 2007 we'll have more information on this and the figures can be added when the revised budget is prepared.

It was noted that revenues from the library endowment account will increase substantially for 2007 due to the changes made in how the money is invested.

It was requested that in the future the revenues pages of the budget be subtotaled as well as the expenditures pages.

It was suggested that we consider selling t-shirts/bookbags or contact sororities/fraternities about performing a service project for the library. It was felt that efforts such as this might be better accomplished by the Friends or the Foundation.

Total revenues are budgeted at \$11,596,483, down from \$12,258,590 in 2006.

Expenditures were reviewed. In order to balance the budget and maintain current hours, salary savings were increased to 4% (\$225,740). This means vacant positions will have to be held open longer. The hourly staff budget was decreased \$200,000. This will really slow down the process of how materials move about the system.

Expenditures were increased for maintenance services/contracts, lease agreements, LINK agreement, computer costs, and collection agency fees.

\$0 were budgeted for programming/supplies which is untenable. We will get some money from the Friends, but since it wasn't included in revenues, it wasn't included in expenditures either. Money was included to replace an aging copier and microfiche machine.

The largest cut (\$340,000) was applied to materials. It hasn't been decided exactly which types of materials will be cut yet. We may purchase the same amount of titles, but fewer copies of them. This will not impact the work of catalogers, but will certainly affect patrons who will have to wait longer to get items.

A question was directed to Mr. Ragland from the Mayor's Office. How will cuts be administered in conjunction with departmental performance benchmarks? Mr. Raglund didn't know how far along the mayor was in the process of reviewing the benchmarks, but thought they probably would not have an impact on this year's budget. He said, however, that it was unlikely the library would get a 3% cut; it's a very popular service in the community.

The following supplemental requests were discussed:

- Increase the materials budget \$347,704
- Increase hourly salary budget \$200,000
- Decrease salary savings \$85,000
- Increase programming budget \$30,000

Palm moved, seconded by Karlen, to adopt the 2007 budget request as proposed and the supplemental requests as identified by the Library Director. Motion passed by acclamation.

VIII. FACILITIES UPDATE

The Common Council approved the Midvale Plaza project, but sent it back to Urban Design for their final approval. It is expected to pass. The neighbors in the immediate vicinity of the project are still unhappy. The Sequoya Capital Campaign Committee had a positive meeting, however.

There has been serious discussion in the city about not doing the South Madison Branch project in 2007. There are issues that need to be resolved (who will pay for what, who is contiguous to whom, rent or own).

IX. FRIENDS' UPDATE

The Sequoya Branch Friends donated \$30,000 to the Sequoya capital campaign.

Mr. Markle left at 5:10 p.m.

Present: Larry Palm, Carol Carstensen, Barbara J. Karlen, David L. Wallner and Theodore C. Widder, III

Excused: John A. Taft, Jr., Ann L. Falconer and Gregory Markle

X. FOUNDATION UPDATE

The Foundation Board met and discussed the development plan for the next year.

XI. SOUTH CENTRAL LIBRARY SYSTEM UPDATE

SCLS is in the process of hiring an assistant director.

XII. DANE COUNTY LIBRARY SERVICE UPDATE

We are still waiting for the governance and financing study of libraries in Dane County.

XIII. COMMITTEE UPDATES

*- Personnel - No report
- Planning - No report*

XIV. ADJOURNMENT

Voted to adjourn at 5:15 p.m.

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