



City of Madison
Meeting Minutes - Draft
MADISON PUBLIC LIBRARY BOARD

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

Thursday, August 9, 2007

4:30 PM

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

I. CALL TO ORDER

The meeting was called to order at 4:34 p.m.

II. ROLL CALL

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

Absent: Annette Miller and Gregory Markle

Excused: Tracy K. Kuczenski

Also Present: Dimick, Sawyer, Grogan, Lee, Benno

III. APPROVAL OF MINUTES

The July 12, 2007 Minutes were approved.

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

IV. CORRESPONDENCE

A response to a patron who had written expressing her pleasure with the service she received from a Lakeview staff member was included in the Board packet.

V. PUBLIC COMMENT

There were none.

VI. BOARD INFORMATION EXCHANGE

There was none.

VII. FINANCIAL REPORT

The report was included in the packet. The library is on track; there is nothing significant to report.

As far as the Sequoia project is concerned, increased costs necessitated cuts on some of the finishes on the project. These have been made, but we don't know the final cost as yet. The fund raising goal is \$975,000; we are over \$700,000 now. The Foundation expects a large grant from the Madison Community Foundation. We're confident the goal will be met.

VIII. APPROVAL OF PROPOSED 2008 OPERATING BUDGET

Comptroller's Office, the city appropriation is \$10,672,904 which includes a 3% levy reduction and estimated increases in salaries and benefits and debt service. The Dane County Walk-In Service is budgeted at 98% of full reimbursement - \$620,520 (This figure is by no means a sure thing as the County is proposing payment at 86% or \$548,766; however, in the past the Dane County Supervisors have been lobbied and we have received the higher amount). \$70,034 has been budgeted for the Cross Border Usage Reimbursement. Although Act 22 has been passed requiring counties to reimburse for cross border usage, this also is not a sure thing. Minor increases in revenues have been budgeted for the LINK Cataloging Services and space rentals. The M&I Trust endowment was budgeted at \$35,200. The change in investment profile completed last year has nearly doubled our return. Total net revenues are \$12,934,130.

The proposed expenditures were reviewed. Salaries and benefits are budgeted at \$8,977,001. This includes 4% salary savings, COLA increases, steps and longevity and premium pay (Premium pay includes sick leave payout which was increased as more of the library's staff have qualified for this benefit).

The budget for overall utilities costs, rents and maintenance services and contracts was increased. Supplies were increased as well. The largest increase comes in the equipment area - the replacement of PCs. The base budget for books and materials remained constant - \$1,050,000 - this has not changed since 2004.

The total expenditures budgeted is \$13,347,697. This is \$413,568 more than what was budgeted for revenues.

In order to present a balanced budget staff proposed the following supplemental initiative:

- \$413,568 to maintain the budget for books and materials at the previous level. (Note: with inflation this figure buys less and less each year.)

Two additional Supplemental Initiatives were also prepared:

- \$97,603 to increase the hours at the South Madison Branch Library from 45 to 58 per week.

- \$118,392 to increase the hours at the Hawthorne Branch Library from 45 to 58 per week.

The increase in hours would greatly benefit these two neighborhoods by having their libraries open from 10-8 Monday through Friday and 9-5 on Saturday. These branches have different staffing configurations which accounts for the difference in costs between the two.

There was discussion about the proposed budget.

Has the library ever considered leasing computers? This allows for a fixed costs schedule. Ms. Dimick will look into this.

It was suggested that a statement be added to the initiatives to increase branch hours stating these branch hours would be consistent with the Meadowridge and Lakeview Branches.

It was agreed to budget the Dane County reimbursement and cross county payments as was proposed because this is the best information we have at the time. If we fail to get the total amount, we'll have to deal with that later.

Palm moved, seconded by Falconer to approve the proposed 2008 operating budget and supplemental initiatives as presented. Motion passed by acclamation.

IX. FRIENDS' UPDATE

There was no report.

X. FOUNDATION UPDATE

The Sequoia campaign has raised over \$700,000 now. Ms. Goren has done a great job picking up where the contracted employee left off.

The quiet phase of the Central Library campaign continues. There may be something to report in 60-90 days.

XI. SOUTH CENTRAL LIBRARY SYSTEM UPDATE

The System Celebration Event is scheduled for September.

MPL and SCLS directors will be meeting to update the contract. It's become outdated.

XII. DANE COUNTY LIBRARY SERVICE UPDATE

There was no report.

XIII. COMMITTEE REPORTS

Personnel Committee - No report

Planning Committee - Ms. Dimick will check with City Real Estate to see when they will have viable options for a far westside branch and ask that at that time they make a presentation to the Library Board in closed session.

XIV. ADJOURNMENT

The meeting adjourned at 5:22 p.m.

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