



City of Madison

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

Meeting Minutes - Approved MADISON PUBLIC LIBRARY BOARD

Thursday, December 6, 2012

4:30 PM

Senior Center
Room 1, 330 W. Mifflin St.

ALL ITEMS ARE REPORTED IN AGENDA NUMBER ORDER

CALL TO ORDER / ROLL CALL

Present: 7 -

Larry Palm; Nancy L. Kieraldo; Barbara J. Karlen; Tracy K. Kuczenski;
Rissel Sanderson; David L. Wallner and Gregory Markle

Excused: 2 -

Sheri Carter and Theodore C. Widder, III

Also Present: Greg Mickells, Roger Allen, Mark Benno, Michael Spelman, Tom Campbell, Lorri Wendorf-Corrigan, Tana Elias, Marc Gartler, Susan Lee, Ald. Matt Phair, Bryan Cooper, Jeanine Zwart, Scott Gordon

Dave Wallner called the meeting to order at 4:30 p.m. A quorum was present and the meeting was properly noticed.

APPROVAL OF MINUTES

A motion was made by Palm, seconded by Karlen, to Approve the Minutes. The motion passed by voice vote/other.

Minutes of November 1, 2012: <http://madison.legistar.com/Calendar.aspx>

PUBLIC COMMENT

Alison Jones Chaim, 1110 Mound St. Unit A, registered in support of Madison Public Library taking over the Wisconsin Book Festival. Ms. Jones Chaim feels the timing is perfect with the new Central Library scheduled for opening in fall of 2013. She urged the library to step up and be the heroes as residents truly love this festival.

DISCLOSURES AND RECUSALS

Greg Markle advised that he would abstain from voting on an expansion of Meadowridge Branch Library due to his involvement with Operation Fresh Start.

BOARD INFORMATION EXCHANGE

There was none.

OPEN MEETINGS REQUIREMENTS REVIEW AND UPDATE

Roger Allen presented a brief overview of the open government compliance program. Allen has administered this program for the City of Madison Attorney's Office for the past 14 years. The City Attorney's office offers training annually on open meetings and the training can also be viewed on the City Attorney's website:
<http://www.cityofmadison.com/attorney/documents/WisconsinOpenMeetingsLaw.pdf>

Allen explained that telephone calls and e-mails can be a meeting and advised not using e-mail to communicate because of the loss of control once it is sent. You may e-mail staff to ask questions but don't copy everyone or start a discussion. Staff may send information to the board but Allen recommends using the following language " This is a one way transmission. Please do not discuss this or respond ". Allen summarized that if the e-mail looks like a letter being sent out that it is not a meeting. However if the e-mail elicits rapid responses and back and forth discussion is started it becomes an unnoticed meeting. If public board members use e-mail to respond to citizens or ask questions they should always copy a staff member like the library director to preserve the e-mail in the city data base for any open records requests.

APPROVAL OF MADISON PUBLIC LIBRARY'S VISION AND MISSION STATEMENT

[28478](#) Madison Public Library's Vision and Mission

A motion was made by Karlen, seconded by Kieraldo, to Approve. The motion passed by voice vote/other.

ACCEPTANCE OF DIRECTOR'S REPORT

[28479](#) December 2012 Library Director's Report

A motion was made by Karlen, seconded by Markle to Approve. The motion passed by voice vote/other.

APPROVAL OF DANE COUNTY LIBRARY 2013 SERVICE EXTENSION CONTRACT

[28489](#) 2013 Dane County Library Service Extension of Service Contract

A motion was made by Palm, seconded by Markle to Approve. The motion passed by voice vote/other.

APPROVAL OF OCTOBER 2012 FINANCIAL STATEMENTS

[28507](#) October 2012 Financial Statements

A motion was made by Markle, seconded by Kieraldo to Approve. The motion passed by voice vote/other.

MEADOWRIDGE BRANCH EXPANSION

Greg Mickells updated the board on the status of the possible expansion of the Meadowridge Branch. An expansion would bring the existing facility to 11,000 square feet which would mean a gain of 5,000 square feet. The library would occupy 8,000 square feet and Community Services would occupy the remaining 3,000 square feet. There has also been discussion of placing a community kitchen into the new space. Palm inquired as to the suitability of the current Meadowridge branch location. Mickells stated that Meadowridge is very well located for its service usage right now, however, he is concerned that it is a lease situation and priced fairly high. He is hoping for a more favorable lease. Palm stated that he feels leasing should be an exception for MPL but that Meadowridge being in an owned location is at least 10 years out. Karlen questioned whether buying a section of the mall could be looked at. Mickells will check with Don Marx in the city real estate department. Kieraldo asked about precedent or a model of a library with shared space. Mickells explained the success of the Omaha model. Ald. Matt Phair reiterated his support for an expansion of the Meadowridge branch. Phair also believes the City should have some negotiating power on the lease. Phair requested that the Library Board take action on this project at their next meeting. Greg Markle thanked Greg Mickells and Ald. Phair for gathering and bringing information so quickly. Wallner requested that the Board receive projected numbers and lease information at the January 3, 2013 meeting.

BOOK FESTIVAL

Greg Mickells reported that he has received unanimous support from the Library Management Team to take over the festival in 2013. MPL is discussing a scaled back project from what was done in the past by the Wisconsin Humanities Council. Mickells announced a plan that would have the festival scheduled for four days and feature more prominent authors with a budget between \$ 100,000 and \$ 105,000. This is not in the 2013 MPL budget but Mickells will be presenting a proposal to the MPL Foundation by the end of next week. Wallner suggested that there could be fundraising done at the event with collection boxes. Wallner also commented that he doesn't want to see the festival lose it's focus on Madison and Wisconsin authors. Karlen urged Mickells to continue working with the MPL Foundation and to bring back more information to the January 3, 2013 Library Board meeting. Palm asked for the Book Festival to be scheduled for a vote by the Board at the January 3, 2013 meeting.

RECOMMENDATION FOR A POLICY CHANGE

A motion was made by Markle, seconded by Karlen to refer to next month's meeting. The motion passed by voice vote/other.

PERSONNEL COMMITTEE REPORT

Barb Karlen reported that the committee met on November 26th and that they will have another meeting. Larry Palm will give an update at a future meeting.

UPDATE ON CENTRAL LIBRARY

Bryan Cooper reported on milestones completed during the month of November. The roof is completed, window frames and glass installation continues at all levels, exterior insulation and exterior plywood installation continues at all new addition areas and significant mechanical ductwork and equipment has been installed at level three. Cooper and Jeanine Zwart continue to work on the furnishing, fixtures, and equipment interface. Job site tours have commenced for Library staff and board members.

FACILITIES REPORT

Mark Benno reported that staff continue to work on Site Planning Criteria. He is currently working on gathering data and maps from the City Planning Dept. and creating an exhibit for Library Board members to examine prior to a vote at a future meeting on approval of the criteria. Plans are for this to be a publicly noticed meeting at the Library Maintenance Annex on Pennsylvania Avenue.

FRIENDS REPORT

Carol Froistad reported that the Central Friends would be meeting in January and that Ann Falconer is still very actively involved. Barb Karlen reported that Lakeview Branch Library will be holding their final sale of the year on December 15th. Greg Michells reported that the Alicia Ashman Branch Friends donated \$ 15,000 to Beyond the Page and that Meadowridge Branch Friends had a very successful Thanksgiving pie sale.

FOUNDATION REPORT

There was none.

SOUTH CENTRAL LIBRARY REPORT

There was none.

DANE COUNTY LIBRARY SERVICE REPORT

There was none.

ADJOURNMENT

A motion was made by Karlen, seconded by Markle, to Adjourn. The motion passed by voice vote/other.

The meeting was adjourned at 6:40 p.m.