



City of Madison

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

Meeting Minutes - Draft MADISON PUBLIC LIBRARY BOARD

Thursday, July 7, 2011

4:30 PM

Lakeview Branch Library
2845 N. Sherman Ave.

1. CALL TO ORDER / ROLL CALL

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

Present: 6 -

Barbara J. Karlen; Tracy K. Kuczenski; Allen A. Arntsen; Ann L. Falconer;
David L. Wallner and Theodore C. Widder, III

Absent: 3 -

Larry Palm; Beth Moss and Gregory Markle

Also Present: Benno, Dimick, Sawyer, Lee, Navarre Saaf, Stepnik, Gartler,
Froistad, Cooper

2. APPROVAL OF MINUTES

A motion was made by Falconer, seconded by Kuczenski, to Approve the Minutes of June 2, 2011. The motion passed by voice vote/other.

3. PUBLIC COMMENT

There were none.

4. DISCLOSURES AND RECUSALS

There were none.

5. CORRESPONDENCE

[22791](#)

T. Widder Letter to Plan Commission

Mr. Widder's letter to the Plan Commission reaffirming the Library Board's opposition to the proposed project to construct a McDonald's in the Madison East Shopping Center. Since the letter was written the project was approved

by the Plan Commission on a vote of 3:2. The library's concerns about visibility will be partially addressed through the addition of a new monument sign that will include the library and other tenants. Some adjustments were made to improve pedestrian safety. Greg Rice offered to make some operational improvements. Taking him up on his offer, Mr. Widder wrote another letter requesting improved lighting in the back lot, snow removal and dedicated parking for staff and library patrons.

[22842](#)

Marshall Public School Letter

Letter from Marshall Public Schools expressing appreciation for the assistance provided students.

6. BOARD INFORMATION EXCHANGE

There was none.

ROLL CALL

Present: 8 -

Beth Moss; Barbara J. Karlen; Tracy K. Kuczenski; Allen A. Arntsen; Ann L. Falconer; David L. Wallner; Theodore C. Widder, III and Gregory Markle

Absent: 1 -

Larry Palm

7. ACCEPTANCE OF DIRECTOR'S REPORT

[23098](#)

July 2011 Library Director's Report

Ms. Dimick reported that the Central Friends have committed to a pledge of \$100,000 over five years for the Central campaign.

A motion was made by Wallner, seconded by Karlen, to Approve the July 2011 Library Director's Report . The motion passed by voice vote/other.

It was noted that Allen Arntsen has joined the Central campaign committee. There will be a role for other board members in the public phase of the campaign. This campaign has not started yet because the Foundation's staff is small and is concentrating on the larger contributors and foundations at this point in time. The contracts for the new Central are expected to be signed in December. Several foundations that have been approached for funding for Central don't make their decisions until late in the year.

It was suggested that before we sign a contract for the temporary space, we make certain there will be appropriate signage on the temporary site indicating it is a library.

8. MADISON COMMUNITY FOUNDATION REPORT - KATHLEEN WOIT

Ms. Woit was unable to be at the meeting today. Margie Navarre Saaf, library staff who is on the committee to raise funds for the National Endowment for the Humanities grant reported. In a collaborative effort all Dane County libraries worked with Madison Community Foundation to write the grant to the National Endowment of Humanities for a permanent endowment. The purpose is to establish a permanent endowment to support humanities programming at all the libraries (Each library will be able to determine its own programming). It was a collaborative effort. An action team has been established to implement the grant. All libraries are challenged to raise money for it; each library location has to commit to \$10,000. MCF is assisting with the fund raising and has already raised \$500,000. MPL's concern was that fund raising for this grant would compete with fund raising for Central, but MCF has agreed to wait for MPL's share until after the Central campaign is well underway.

9. ACCEPTANCE OF FINANCIAL REPORT

[23081](#) Financial Statement - May 2011

There was nothing unusual to report on the financial report. Staff is waiting to get the mayor's budget instructions for 2012.

A motion was made by Arntsen, seconded by Kuczenski, to Approve the May 2011 Financial Report. The motion passed by voice vote/other.

10. UPDATE ON CENTRAL LIBRARY

[23099](#) Draft Central 2011/2012 Project Schedule

Bryan Cooper, project manager, reported on the timetable for the new Central Library. Two separate contracts will go before public works for bids on July 20 - hazardous material removal and general construction. The contracts will then go to Council in early August for approval to go to bid. The hazardous materials contract to be signed in October, the general construction contract to be signed in November or December. The goal is to begin construction in early 2012. Mortenson, the construction consultant, is very good at getting up-to-date costs so Mr. Cooper is confident that the bids will come in on budget.

11. APPROVE THE EXECUTION OF A LEASE FOR TEMPORARY STORAGE SPACE FOR THE CENTRAL LIBRARY COLLECTION

[23095](#) Authorizing the execution of a lease at 2109 South Stoughton Road for the temporary relocation of the City of Madison's Central Public Library accessible storage facility for books and collections materials.

The Library Board is requested to approve signing a lease for 11,000 sq. feet of space (\$6.00 per sq. ft.) at the Department of Public Instruction at 2109 S. Stoughton Rd. for the temporary relocation of the Central library storage facility for books and collections materials. This is a suitable space as the offices are on the SCLS deliver system and shelving is available. The space includes three office cubicles. All utilities, maintenance and repair costs are included.

A motion was made by Wallner, seconded by Arntsen, to Return to Lead with the Recommendation for Approval. The motion passed by voice vote/other.

It was noted that the total rental annual costs for the storage facility and the temporary Central library will be \$285,000.

12. AUTHORIZE THE EXECUTION OF AGREEMENTS WITH MG&E RE CHARGING STATIONS

[22958](#)

Authorizing the execution of agreements and associated easements with Madison Gas and Electric Company relating to the installation, operation, maintenance and repair of electric vehicle charging stations on City property.

The Library Board has been asked to approve authorizing the execution of agreements and associated easements with MG&E relating to the installation, operation, maintenance and repair of electric vehicle charging stations on City property. The City is committed to sustainable and renewable energy policies and the installation of charging stations in the City and the use by plug-in hybrid and electric vehicles which will help reduce oil dependence and greenhouse gas emissions. The charging stations will be available for use by residents and visitors to the City, one of which will be located in the Monroe Street Library parking lot.

Don Peterson from MG&E was available to answer questions. He explained that there are two charging station levels for electric cars - level 1 or 110 volts (a slower charge and takes eight hours) or level 2 or 220 volts (faster charge taking four hours to completely charge). The Monroe Street location will have both levels. It would be available to anyone who has an electric vehicle whether or not they are an MG&E customer. To use the charging station, the vehicle owner would request a key fob free of charge during the grant period (three years), but would be required to plug the meter to park in the spot. The charging stations are being located in places where the owner may spend several hours shopping or doing errands. MG&E expects that most people will want to charge at home, but if they experience "range anxiety" they can top off their batteries at these charging stations. Experience with usage during the three year grant will help determine how the programs goes forth. MG&E has the charging stations, but is waiting for final city zoning and parking and transit approvals. It was noted that ADA requirements will be followed.

A motion was made by Arntsen, seconded by Karlen, to Return to Lead with the Recommendation for Approval. The motion passed by voice vote/other.

[23072](#)

Charging Station Drawings at Monroe Street Branch Library

ROLL CALL

Mr. Palm arrived at 5:17 p.m.

Present: 9 -

Larry Palm; Beth Moss; Barbara J. Karlen; Tracy K. Kuczenski; Allen A. Arntsen; Ann L. Falconer; David L. Wallner; Theodore C. Widder, III and Gregory Markle

13. FACILITIES REPORT

Joe Stepnik is looking for a third rental space of 12,000 - 16,000 sq. ft. for supply and warehouse storage during the Central library construction. This would house books that are not accessible, maintenance shop and janitorial supplies. He will begin negotiating on a site next week.

14. FRIENDS REPORT

There was no report.

15. FOUNDATION REPORT

Central campaign work is proceeding. The fall fund raiser has been designed to be an annual event. This year is all about beer and chocolate and is scheduled for October 6.

16. SOUTH CENTRAL LIBRARY SYSTEM REPORT

Susan Lee reported on the transition to Koha, the new open source integrated library system. It has been a 2 1/2 month adventure that was not anticipated. There is a lot of work ahead, but since this is an open source system, we have the opportunity to make this into a product we want. There has been a lot of participation by staff. They are handling it very well and most customers are patient while new workflows are being developed. The goal is to provide the best service to the public.

17. DANE COUNTY LIBRARY SERVICE REPORT

There was no report.

18. CLOSED SESSION

A motion was made by Arntsen, seconded by Wallner, to Convene into Closed Session. The motion passed by the following vote: Ayes: 9 - Larry Palm, Barbara J. Karlen, Tracy K. Kuczenski; Allen A. Arntsen; Ann L. Falconer, David L. Wallner; Theodore C. Widder, III; Gregory Markle and Beth Moss

Ayes: 9 -

Palm; Moss; Karlen; Kuczenski; Arntsen; Wallner; Falconer; Widder, III and Markle

RECONVENE IN OPEN SESSION

A motion was made by Arntsen, seconded by Wallner, to Reconvene. The motion passed by voice vote/other.

19. ADJOURNMENT

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