



City of Madison

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

Meeting Minutes - Approved MADISON PUBLIC LIBRARY BOARD

Thursday, March 4, 2010

4:30 PM

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

1. CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:32 p.m.

Present: 7 -

Larry Palm; Barbara J. Karlen; Tracy K. Kuczenski; Allen A. Arntsen; Ann L. Falconer; David L. Wallner and Gregory Markle

Excused: 2 -

Maya Cole and Theodore C. Widder, III

Also Present: Dimick, Sawyer, Froistad, Lee, Roughen, Benno, Murphy, Clausius, Marx

2. APPROVAL OF MINUTES

A motion was made by Arntsen, seconded by Markle, to Approve the Minutes of February 4, 2010. The motion passed by voice vote/other.

3. CORRESPONDENCE

There was none.

4. PUBLIC COMMENT

There were none.

5. BOARD INFORMATION EXCHANGE

[17661](#)

USA Today Article

The article "Librarian, Cybrarian Tribute is Long Overdue" was included as an informational piece.

6. ACCEPTANCE OF DIRECTOR'S REPORT

[17663](#)

March 2010 Director's Rpt.

A motion was made by Palm, seconded by Falconer, to Accept the March 2010 Director's Report. The motion passed by voice vote/other.

7. NORTHEAST SIDE LIBRARY LOCATION DISCUSSION

[17665](#)

Criteria & Recommended Guidelines for New Branch Site Selection (Feb. 2010)

Since Ald. Clausius' amendment to the 2010 capital budget was approved for a new branch library on the northeast side of Madison, Brad Murphy and Don Marx were asked to make recommendations for citing this new branch.

The size of the site would depend on whether the library would be one or two stories. One acre would be plenty and the space could be considerably less (one-quarter acre) if it involved shared parking. The big question was "how much money does the library have and when would it be available". There is \$750,000 in the 2012 budget. It's not possible, however, to go out now and buy something when the money isn't available until then. That being the case, the board wanted to know what it could do in 2010 to prepare for acquiring a site in 2012.

Before Real Estate can do anything, the Library Board needs to determine what parameters it wants: a free standing building, lease or own, purchase a condo, mixed use development, one or two stories. Mr. Murphy suggested we look at land use and population centers and try to identify a site on that basis. With the use of maps, he was able to pinpoint the areas on the northeast side of the city that are either underserved now or will have populations sufficient to merit a library based on our criteria 15-20 years down the road.

The existing underserved areas, both south and north of East Towne contain several barriers (airport, Cherokee Marsh, East Towne itself and the interstate). The population here is only 15,000, which is 5-10,000 less than recommended in the library's criteria.

The areas yet to be developed include Pumpkin Hollow bordering on DeForest (almost exclusively in the DeForest school district) and areas east of the interstate bordering Cottage Grove and Sun Prairie (much of which is in the Sun Prairie school district). The Autumn Lake neighborhood is platted, but not yet developed. This would serve the Thompson Drive area well.

It would be difficult to serve all these areas with only one branch. It was suggested that we look at two libraries--one in 5-10 years to serve the underserved existing population area and a second branch 10-20 years out in the undeveloped areas beyond the interstate. In certain cases it might be necessary to lower our standards (population size) to serve an existing service area. If a branch was to be built in this smaller population area, would it be

smaller than our standard 12,000 sq. ft? That would depend on the program that was designed for the location; however, staff has identified how small is too small with some of the current facilities or those that have been upgraded.

Purchasing land in an undeveloped area can be risky. The land may be more affordable, but there's no way of knowing if it will be located where it ultimately is needed. It was suggested that the Board wait a couple of years to see what the pace of development is. That could influence the decision.

Ald. Palm recommended that Real Estate scour the three existing unserved neighborhoods to see if there are any spaces convenient to many and not offputting to all.

8. ACCEPTANCE OF FINANCIAL REPORT

[17664](#)

Final December 2009 Budget Analysis & 2010 Rev. Adopted Operating Budget

The library ended 2009 with a \$711,826 fund balance. This is largely due to leaving major supervisory positions vacant for 2009. Staff recommends that the balance be applied to the 2010 budget as follows:

- Increase the library's contingency fund (\$18,326)
- Hold for Sunday hours at Sequoya for 2011- \$25,000 (funded for 2010 only by the MPL Foundation)
- 2009 Encumbrance for library collection - \$97,345 (materials ordered but not yet paid)
- Dedicated Fund Balance from 2009 to 2010 - \$124,397 (projects budgeted in 2009, but not as yet completed)
- Unrestricted fund balance from 2009 to 2010 - \$446,758

The unrestricted fund balance will be used primarily for salary savings (\$61,799), hourly salary & benefits budget (\$111,300), retirement payouts (\$102,077), purchased services (\$45,322), supplies (\$73,000), and collection materials (\$52,960).

A motion was made by Kuczenski, seconded by Karlen, to Approve the final closeout of the 2009 budget and the revised 2010 budget. The motion passed by voice vote/other.

9. APPROVAL OF SOUTH CENTRAL LIBRARY SYSTEM COMPLIANCE REPORT

[17666](#)

Compliance Report

Palm moved, seconded by Arntsen, to approve the South Central Library Compliance Statement. Motion passed by voice vote/other.

10. ANNOUNCEMENT OF GRANTS

Madison Public Library will be receiving a share of Wisconsin's \$28.7 million of stimulus funds for broadband internet access. The library will be able to improve communications and public services at all its locations.

The library has also received an LSTA grant of \$12,085 for the continuation of digitizing papers important to the City and Dane County.

11. FACILITIES REPORT

Negotiations continue between the City and Fiore Irgens over the new Central Library.

The first preconstruction meeting was held at South Madison.

12. FRIENDS UPDATE

The Friends are still looking for a booksale coordinator.

13. FOUNDATION UPDATE

The Foundation has approved the hiring of Library Solutions of St. Paul to perform consulting services related to the Central Library capital campaign, including a "readiness assessment" to evaluate the Foundation's readiness to undertake a campaign, development of a campaign strategic plan and timetable, and advice on the preparation of collateral campaign materials.

They have also approved hiring McDonald Schaefer to implement the recommendations in the campaign plan.

14. SOUTH CENTRAL LIBRARY SYSTEM UPDATE

[17667](#) SCLS Report

Markle moved, seconded by Karlen to accept the South Central Library System report as submitted by Maya Cole. Motion passed by voice vote/other.

15. DANE COUNTY LIBRARY SERVICE UPDATE

There was no report.

16. ADJOURNMENT

Arntsen moved, seconded by Markle to adjourn at 5:45 p.m. Motion passed by

voice vote/other.