



City of Madison

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

Meeting Minutes - Approved MADISON PUBLIC LIBRARY BOARD

Thursday, August 5, 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: 5 -

Barbara J. Karlen; Gregory Markle; Allen A. Arntsen; Ann L. Falconer and Theodore C. Widder, III

Excused: 4 -

Beth Moss; Larry Palm; Tracy K. Kuczynski and David L. Wallner

Also Present: Dimick, Froistad, Sawyer, Lenherr, Benno, Lee, Roughen, Gartler

2. APPROVAL OF MINUTES

A motion was made by Arntsen, seconded by Karlen, to Approve the Minutes of June 7, 2010. The motion passed by voice vote/other.

3. APPROVAL OF MINUTES

A motion was made by Arntsen, seconded by Falconer, to Approve the Minutes of July 8, 2010. The motion passed by voice vote/other.

4. CORRESPONDENCE

[19385](#)

McDonald's Opposition Letter

This letter to the Planning Department opposing the construction of a McDonald's Restaurant in the shopping mall parking lot that houses the Hawthorne Branch Library summarized the Library Board's concerns.

[19387](#)

Kusuda Ltr Re Staffing

Ms. Kusuda expressed concern that in recognizing the need for new or expanding buildings that we not lose sight of the importance of adequate

staffing.

[19391](#)

Widder Response to Kusuda

Mr. Widder's responded that the libraries are staffing at the highest possible level given the constraints of the budget.

[19388](#)

M&I Financial Market Review

This is M&I's quarterly summary of recent events in the world economy and capital markets.

It was noted that for the November or December Board Meeting, a representative of M&I to provide an in-depth report with a benchmark analysis of how their management is doing. The Board wants to be sure that active management makes sense.

[19389](#)

Committee Member Training

This is a schedule of new or refresher training for City committee members.

5-year old Chloe Markle submitted a note "Thank you for Splash into Reading". She really enjoyed the children's summer reading program.

5. PUBLIC COMMENT

There were none.

6. BOARD INFORMATION EXCHANGE

There was none.

7. ACCEPTANCE OF DIRECTOR'S REPORT

[19413](#)

August 2010 Director's Report

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

8. ACCEPTANCE OF FINANCIAL REPORT

[19415](#) Financial Statement for June 2010

At this point in the year, the library is doing well.

A motion was made by Arntsen, seconded by Markle, to Approve the June 2010 Financial Report. The motion passed by voice vote/other.

9. APPROVAL OF 2010 OPERATING BUDGET REQUEST

[19416](#) 2011 Operating Budget Proposal

The 2011 Operating Budget Request was reviewed. The city appropriation for the Library is \$12,430,259. The following revenue items were discussed:

The Dane County Library Tax payment for walk-in reimbursement is estimated to be reduced to \$194,137 from \$464,981. The reason for this is that Fitchburg will be opening its own library mid-year 2011 and they account for a very large portion of the population of Dane County. There were questions about how this could be reduced to such a degree. The Dane County Library Director will be asked to attend the September meeting to explain how this calculation came to be. The Board felt that if the estimate is lower than the actual payment, the difference should go into the materials budget. In addition, the library will also lose \$22,983 from Dane County rental income when we relocate to temporary quarters.

Fines income is down. We now send preoverdue notices to patrons that fines will be due. This is done system-wide and is a great public service; it prompts patrons to return books before they accrue large fines. Book rental income is also down. This is because there are more free copies of individual titles available.

Based on the previous year's cataloging activity, the SCLS payment to MPL for providing cataloging services will increase to \$491,821 from \$462,304. Printing fees are increasing partly due to the new technology printing service center at Sequoya. The new South Madison Branch will have a similar center.

Foundation grants are budgeted at zero because we can't estimate what they will be.

Total revenues for 2011 are \$14,227,419.

Expenditures were also discussed:

Monthly rent for temporary space for the Central Library for seven month's occupancy is \$157,500. This is offset by the fact that we will pay no rent for the new Goodman South Madison Branch and utilities will decrease at Central. Sunday Hours at Central will be eliminated October through December 2011 because we will be relocated to temporary smaller space by then. Sequoya will be open Sundays and funded through the operating budget this year rather

than by a Foundation grant. Salaries and benefits are reduced from the 2010 adopted budget by \$110,905 which includes one librarian retirement, one 50% clerk vacancy, and zero funding for a maintenance hourly position. Salary savings will be increased from 2% to 3%. To balance the budget, the materials budget is reduced by \$179,461.

A motion was made by Arntsen, seconded by Markle, to Approve the 2011 Operating Budget as presented. The motion passed by voice vote/other.

The library is required to submit a "Contingency Cut Plan" of 6% or \$729,916. Staff recommended the following cuts in order of the least impact on library services.

- 1) Hourly staff reductions at Central once we have moved to the temporary site saves \$109,197 in salaries and benefits in 2011.
- 2) Hold the Sequoya Supervisor position vacant for 2011 - salary and benefits savings of \$74,620.
- 3) Reduce library collection by \$546,099.

A motion was made by Arntsen, seconded by Karlen, to Amend the 6% Contingency Cut plan as follows:

- 1) Additional hourly staff reductions at Central once we have moved to the temporary site will save \$109,197 in salaries and benefits for a total of \$220,102.
- 2) Hold the Sequoya Supervisor position vacant for 2011 - salary and benefits savings of \$74,620
- 3) Reduce library collection expenditures by an additional \$546,099 for a total reduction of \$725,560 or 60% of the total materials budget

The motion passed by voice vote/other.

10. FACILITIES REPORT

Central Library - The public will have an opportunity to tell the architects what they would like to see in a new Central Library tonight at the Senior Center. The architects will hold a visioning session with Library Board, Foundation Board and alders tomorrow.

South Madison - The project is coming along on schedule. We plan for an October opening with a grand opening celebration the end of October or early November. The Goodman Foundation donation stipulated the Branch be named the Irwin A. and Robert D. Goodman Branch. We are proposing the red tiles outside of the building which would be backlit at night in both directions say "Madison Public Library" and signage over the entrance say "Irwin A. and Robert D. Goodman Branch". This would be consistent with what was done at the Alicia Ashman Branch. The Goodman Foundation and Urban Design both have to approve the signage.

Hawthorne - Ald. Palm held a community meeting in which the developer and property owners provided a full parking lot drawing that included more parking spots in the back. The sentiment of the large crowd was that they opposed the plan. The shopping center owners are working on a new proposal that will

meet community concerns.

11. FRIENDS REPORT

There was no report.

12. FOUNDATION REPORT

The Foundation is in the process of searching for a new executive director. Terrie Goren has agreed to finish up South Madison. McDonald Schaffer has been retained to organize the Central Capital Campaign.

13. SOUTH CENTRAL LIBRARY SYSTEM REPORT

The new South Central Library System director will start in September. Plans are underway for the Koha migration. This is a major change in the system that runs everything behind the scenes. It will come live on January 17.

14. DANE COUNTY LIBRARY SERVICE REPORT

The preliminary assessment done by the design specialist for the new Central Library does not include space for Dane County Library Service. They are negotiating for space with ATT also.

15. ADJOURNMENT

A motion was made by Arntsen, seconded by Markle, to Adjourn. at 5:22 p.m. The motion passed by voice vote/other.