MILWAUKEE COUNTY FEDERATED LIBRARY SYSTEM

NOTICE

Milwaukee County
Federated Library System
Board of Trustees

Wednesday, May 23rd, 2018

1:00 P.M.

This meeting will be conducted in the
Meeting Room of the
Milwaukee County Federated Library System
709 N. 8th St
Milwaukee, WI 53233

AGENDA

1. Call to order

2. Adoption of agenda

3. Approval of minutes: the MCFLS Board of Trustees meeting on Monday, March 19, 2018 and Monday, April 16th, 2018

    Action   Attachment A   **Page 3**

4. Public comment

5. Introduction of Jennifer Schmidt, the new Library Systems Administrator

   Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aides.

Next meeting date: June 18th, 2018, 9:00 a.m., Oak Creek Public Library, 8040 S 6th Street Oak Creek, WI 53154

Milwaukee County Federated Library System
Board of Trustees

Regular Monthly Meeting held Monday, March 19, 2018
At the MCFLS Administrative Offices
709 North Eighth Street
Milwaukee, WI 53233

ROLL CALL

Present: Paul Ziehler, President
                Nik Kovac, Treasurer
                Kurt Glaisner, Trustee
                Martin Lexmond, Trustee
                David L. Sartori, Trustee

Absent: Paula Penebaker, Vice President

Staff: Steve Heser, Director
                Judy Kaniasty, Business Manager

Others: Paula Kiely, Milwaukee Public Library
                Dawn Lauber, Milwaukee Public Library

CALL TO ORDER. President Ziehler called the regularly scheduled monthly meeting of the Milwaukee County Federated Library6 System Board of Trustees to order at 9:06 a.m.

ADOPTION OF AGENDA. President Ziehler referred to the agenda. Trustee Sartori moved and Trustee Glaisner seconded a motion to adopt the agenda as distributed. Unanimously approved.

APPROVAL OF MINUTES. President Ziehler referred to the minutes of the Monday, February 12, 2018 meeting which are shown as Attachment A of the agenda packet. Trustee Sartori moved and Treasurer Kovac seconded a motion to approve the minutes as presented. Unanimously approved.

PUBLIC COMMENT. None.

LIBRARY DIRECTORS ADVISORY COUNCIL. President Ziehler referred to the March 1, 2018 LDAC report, which is shown as Attachment B of the agenda packet. Director Heser reviewed the report and responded to questions. Trustee Glaisner moved and Trustee Lexmond seconded a motion to accept and place the report on file. Unanimously approved.

ADMINISTRATIVE REPORTS REQUIRING ACTION.

Financial Report – February 2018. President Ziehler referred to the February, 2018 financial report, which is shown as Attachment C of the agenda packet. Director Heser noted that he believes the internet costs will be higher than budgeted due to increased bandwidth and he will look into that more

Minutes (03/19/18)
Attachment A (05/23/18)
Page 1 of 2

closely before mid-year budget adjustments are made. Treasurer Kovac moved and Trustee Glaisner seconded a motion to approve the February, 2018 financial report as presented.

DigiCorp – Sierra Service Maintenance Agreement and MCFLS Security Audit Proposal. Director Heser reported that the Sierra servers are out of warrantee by Innovative Interfaces, Inc. and if service were required it would be on an expensive hourly rate so he reached out to DigiCorp who is a trusted vendor for many years and a quote is shown as Attachment D of the agenda packet. In addition to the server maintenance agreement there is a security audit proposal which checks for security vulnerabilities which Director Heser highly recommends being done. Trustee Glaisner moved and Trustee Lexmond seconded a motion to approve both pieces of the recommended proposal. Unanimously approved.

2018 MCFLS Director Goals. President Ziehler referred to Director Heser's 2018 Goals, which are shown as Attachment E of the agenda packet. Director Heser reviewed the goals. Trustee Glaisner suggested adding two more objectives to pursue: more engagement with Milwaukee County officials and more cooperative purchasing opportunities for member libraries. Due to these two additions, this item will be held over until next month to allow time for the additional goals to be drafted and added for action next month.

ADMINISTRATIVE INFORMATIONAL ITEMS.

Library Systems Administrator Position. Steve Heser reported that six applications were received and two strong candidates were interviewed by the MCFLS staff. After talking with President Ziehler, references of the top candidate were checked and an offer was extended and a response is expected shortly. If necessary, the second strong candidate will move forward in the process.

Director's Report. President Ziehler referred to Attachment F of the agenda packet. Director Heser reviewed his report. Trustee Glaisner noted that he has left a few telephone messages at the County as have President Ziehler and Director Heser regarding MCFLS Board appointments and reappointments and with two more upcoming vacancies it is imperative that action is taking in the very near future.

Trustee Sartori noted that as of April 15th he will be off of the County Board of Supervisors and he wanted to say that MCFLS has a good staff and Board and that he regrets having to leave. Trustee Sartori was thanked for his service.

NEXT MEETING. Scheduled for Monday, April 16, 2018 at 9:00 a.m. at the MCFLS Offices. During the months of May through October the Board will go on the road and meet at member libraries and a schedule will be formed and distributed soon.

ADJOURNMENT. With no further business to be addressed by the MCFLS Board, Trustee Glaisner moved and Trustee Lexmond seconded a motion to adjourn the meeting at 10:07 a.m. Unanimously approved.

Milwaukee County Federated Library System
Board of Trustees

Notes of the
Regular Monthly Meeting held Monday, April 16, 2018
At the MCFLS Administrative Offices
709 North Eighth Street
Milwaukee, WI 53233

ROLL CALL

Present: Paul Ziehler, President
                Nik Kovac, Treasurer
                Kurt Glaisner, Trustee

Absent: Paula Penebaker, Vice President
                Martin Lexmond

Staff: Steve Heser, Director
                Judy Kaniasty, Business Manager

Others: Paula Kiely, Milwaukee Public Library
                Judy Pinger, Milwaukee Public Library

CALL TO ORDER. President Ziehler called the regularly scheduled monthly meeting of the Milwaukee County Federated Library System Board of Trustees to order at 9:30 a.m. and noted that due to a lack of a quorum only informational items would be reviewed.

ADOPTION OF AGENDA. No formal action could be taken due to a lack of a quorum.

APPROVAL OF MINUTES. No formal action could be taken regarding Attachment A of the agenda packet due to a lack of a quorum.

PUBLIC COMMENT. None.

BOARD OF TRUSTEES – ADMINISTRATIVE REPORTS REQUIRING ACTION.

Financial Report- March, 2018. No formal action could be taken regarding Attachment B due to a lack of a quorum.

MCFLS Revised Meeting Schedule and Locations. President Ziehler referred to the revised 2018 MCFLS Board meeting schedule which is shown as Attachment C of the agenda packet. Director Heser noted that member library locations have been added for the May-October meetings and the final meeting of the year will be back here at MCFLS.

Digicorp Quote for Firewall Maintenance Contract. Since no formal action could be taken regarding Attachment D of the agenda packet, Director Heser was directed to give DigiCorp a courtesy phone call letting them know that fact and that the Board will discuss at their May 21 meeting which is before the quote deadline of June 2.

Resolution of Appreciation of County Supervisor David Sartori. No formal action could be taken on Attachment E of the agenda packet due to a lack of a quorum.

ADMINISTRATIVE INFORMATIONAL ITEMS.

New Library Systems Administrator will start May 7th. Director Heser reported that the new Library Systems Administrator will be Jennifer Schmidt who is the Consortium and Learning Coordinator at SWITCH for the past six years. Jennifer brings much experience and expertise to MCFLS and she is highly regarded and will be a great addition to the MCFLS administrative team. The LDAC will be informed of this decision as well at this Thursday's meeting.

Public Library System Redesign (PLSR) Workgroup Reports Released April 2nd. President Ziehler reported that he has skimmed the reports referred to in Attachment F of the agenda packet and feels that the cost element is of concern as well as making sure that Milwaukee is a sub-hub for services as our population and circulation is substantial. Discussion ensued on various topics from State Resource Library for MPL and reciprocal borrowing funding in the future. Comments are encouraged by the Board and MCFLS and LDAC.

Revised 2018 Director's Goals. President Ziehler referred to the revised Director's goals shown as discussed at last month's meeting and shown as Attachment G attached to these minutes. Action will be taken at next month's meeting.

Director's Report. Director Heser reviewed his report, which is shown as Attachment H of the agenda packet. In addition, President Ziehler reported that Trustee Glaisner, Director Heser and himself did attend a meeting with County Executive Abele to address the MCFLS Board reappointments and vacancies and they were directed to solicit nominees from the member library boards to fill the vacancies and they were told that the reappointments would occur at a very near future County Board of Supervisors meeting which was reassuring. A draft of a letter to be sent to the member library boards seeking nominees is attached as Exhibit 1 attached to these minutes and Director Heser was directed to send it out.

NEXT MEETING. Scheduled for Monday, May 21, 2018 beginning at 9:00 a.m. at the MPL-Mitchell Street Branch, 906 Historic Mitchell St., Milwaukee, WI 53204.

ADJOURNMENT. With no further discussion, the meeting ended at 10:07 a.m. .

Notes of Meeting (04/16/18)
Attachment A (05/23/18)
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MILWAUKEE COUNTY
FEDERATED LIBRARY SYSTEM

709 North Eighth Street
Milwaukee, WI 53233
PH: **414-286-8149**
FAX: **414-286-3209**

April 16th, 2018

To: [Board President Name]
From: Paul Ziehler, MCFLS Board President
Re: Nominations for the MCFLS Board of Trustees

Dear [Board President Name],

I am writing to you to request your assistance in nominating the names of any interested individuals that would be willing to share their expertise and love of libraries with the MCFLS Trustees.

We are seeking to fill two openings on the Board: one member library board representative and one citizen member.   By serving as trustee the nominee would agree to serve a term of three years and regularly attend monthly meetings to provide oversight of all MCFLS activities.

County Executive Chris Abele is ultimately responsible for making the appointments and has shared with us the qualities that he is looking for in an ideal trustee. He values solution-oriented, pragmatic individuals who are able to see the larger picture and can help foster a sustainable model for library services that benefits all Milwaukee County residents.   These nominees would ideally apply fact-based, common sense solutions to issues that arise within MCFLS. We are especially interested in nominees who possess expertise in finance or sales and marketing, but we would certainly welcome all nominations.

If you know of any interested individuals with these characteristics or skill sets, we would love to hear from you. You may send any names or contact information directly to MCFLS Director Steve Heser at steve.heser@mcfls.org or call him at 286-8149. Ultimately Mr. Abele will be responsible for the appointments, but we feel your input will be very valuable to the process. Thank you very much for your time and assistance.

Sincerely,

Paul Ziehler
President
MCFLS Board of Trustees

Exhibit 1 to Notes (04/16/18)
Attachment A (05/23/18)
Page 1 of 1
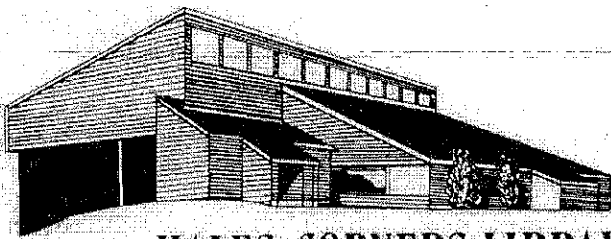
HALES CORNERS LIBRARY
5885 South 116th Street   W. BEN HUNT CENTER   Hales Corners WI 53130
Telephone (414) 529-6150

May 7, 2018

To: MCFLS Board of Trustees
From: Patricia Laughlin, Director, Hales Corners Library
Re: Summary of LDAC Meeting, Thursday, April 19, 2018
Location: Greenfield Public Library

Summary:

WPLC Selection Guidelines & 2018 Advantage Schedule: Jackie Potratz reviewed guidelines and schedule for ordering for both the State plan and the Milwaukee Co. plan.

Library Systems Administrator position: Steve announced that Jennifer Schmidt has been hired as the new Systems Administrator and provided a summary of her background. She starts May 7.

PLSR Workgroup Reports: Steve reviewed the timeline for reports and comments. A 2-day summit will be the last event and then recommendations will be submitted to the State. Paula Kiely's recent email, with suggestions on how to tackle the wealth of information is helpful.

RBDigital Magazines: Subscription ends April 30th. Member libraries considered renewal options, suggested more Spanish titles. Steve asked for suggestions for changes by Monday (4/23).

CollectionHQ Update, mapping: Deadline for submitting member library collection information was extended. Discussion included information that libraries can provide for their collections that can be used for statistics.

Wisconsin Public Library Standards – new, 6th edition: Pete Loeffel (Wauwatosa) talked about his impressions of the new standards. Sessions at the upcoming library conference may be helpful for implementing the standards.

Annual report follow up: Steve explained the State's new requirement for reporting registered patron information. More information is needed for reporting accurate Wi-Fi statistics; Steve will work on this. Steve provided clarification on the database use statistics.

TBS MyPC & Print Release: Steve distributed information on MCFLS hosting and managing the MyPC server (similar to current SAMS configuration). Member libraries are interested in working with MCFLS and a date will be set for a core group meeting.

Pressreader newspapers trial: Member libraries reported on their trial use of Pressreader newspapers. There was consensus that the product is hard to use.

Bluejeans web conferencing: Through the support of TEACH, Bluejeans web conferencing is available (at no cost) to state libraries. Steve will send out information for signing up.

LDAC Report- 4/19/18 Mtg
Attachment B (05/23/18)
Page 1 of 2

Outreach to seniors & nursing homes (MPL): Dawn Lauber reviewed the services offered by MPL. Member libraries described their services, if they offered them, to senior residences or subsidized housing. Discussion included ways of coordinating services with MPL.

PLA 2018 report: Rachel Collins (from Shorewood) reported on sessions she attended.

Additional business:
- Use of stolen library: Rebecca Roepke (Cudahy) reported on the stolen child's library card situation that was reported in the community newspaper and on TV. Member libraries discussed ways for MCFLS to be involved. Steve will work with West Allis and Cudahy directors on a response.
- MCFLS Board – vacancies, nominations: Steve reported on the vacancies and process for filling trustee positions.
- P-types / teacher cards: Rachel Collins (Shorewood) described how they offer Shorewood teachers use of their collection.
- MPL copy vendor: Judy Pinger reported Gordon Flesch Company has received the contract for copy services. The new 5-year contract will start in late July.

MILWAUKEE COUNTY
FEDERATED LIBRARY SYSTEM
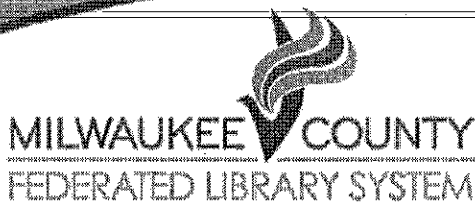
709 North Eighth Street
Milwaukee, WI 53233
PH: 414-286-8149
FAX: 414-286-3209

PREVIOUS YEAR LETTER

July 13, 2017

The Hon. Chris Abele, County Executive
Milwaukee County Courthouse
901 N. 9th St.
Milwaukee, WI 53233

Dear County Executive Abele:

The Milwaukee County Federated Library System (MCFLS) includes herein a formal 2018 budget request in the amount of $100,000. Requested funds would be incorporated into general revenues to satisfy state mandates and other priorities.

MCFLS continues to provide excellent library services to all Milwaukee County citizens.
- In partnership with the fifteen member libraries, MCFLS recently purchased access to hoopla, a digital music, movie, eBook, comic, and audiobook service. In just the first month of use, County citizens downloaded the app and checked out 3,300 items.
- The Gale Courses subscription continues to be popular. In 2016, citizens signed up for over 3,000 classes in the online, instructor-led database. Popular courses include Accounting Fundamentals, Introduction to Excel, Drawing for the Absolute Beginner, Project Management Fundamentals, and Certificate in Food, Nutrition, and Health.
- The system's catalog, CountyCat, continues to facilitate in- and between-library borrowing, with more than one million items shared between libraries in 2016. The MCFLS delivery system operates five days a week and gets materials between libraries in just 24 hours.

While the state budget has not been determined, aid to library systems has been flat after the 2012 ten percent cut. Federal LSTA funding—around $36,000—that MCFLS has budgeted is also in jeopardy.

MCFLS is an example of governmental funding at its smartest and most efficient. Library systems promote cooperative activities that benefit all public libraries.

Thank you for your consideration.

Sincerely,

Paul M. Ziehler, President
Milwaukee County Federated Library System Board of Trustees

2019 County Budget Request
Attachment C (05/23/18)
Page 1 of 4

Helping the public libraries in Milwaukee County SERVE YOU BETTER | www.mcfls.org

PREVIOUS YEAR BUDGET REQUEST

Strategic Program Area 3: Federated Library System

Service Provision: Discretionary

Strategic Outcome: Quality of Life

What We Do: Activity Data				
Activity	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Library Materials Circulated	6,858,369	6,782,798	7,000,000	6,750,000
Registered Cardholders	614,666	585,524	650,000	375,000
Digital Materials Circulated	327,711	442,708	500,000	550,000
Items Delivered	1,054,073	1,047,040	1,050,000	1,075,000
MCFLS and CountyCat Website Page Views	17,851,466	15,702,437	18,000,000	16,000,000

How We Do It: Program Budget Summary					
Category	2015 Actual	2016 Actual	2017 Budget	2018 Budget	2018/2017 Var
Expenditures	$66,650	$66,650	$66,650	$100,000	$33,350
Revenues	$0	$0	$0	$0	$0
Tax Levy	$66,650	$66,650	$66,650	$100,000	$33,350

How Well We Do It: Performance Measures				
Performance Measure	2015 Actual	2016 Actual	2017 Target	2018 Target
Registered Cardholders Users as a Percent of Population.	64.3%	61.7%	68.6%	39.6%

Strategic Overview:

The mission of the Milwaukee County Federated Library System (MCFLS) is to assume a leadership role in facilitating cooperation among its member libraries, improving access to and encouraging sharing of resources, promoting the most effective use of local, County, State and Federal funds and assisting member libraries in the utilization of current and evolving technologies to provide the highest possible level of library service to all residents of the County.

Several changes are introduced in the annual MCFLS budget request this year. Previously MCFLS reported measurements of activity in Library Visits and Program Attendees. Both measurements more accurately gauge the activity of the MCFLS member libraries. Very little in these measurements reflect actual MCFLS activity. This year, "Digital Materials Circulated" and "Items Delivered" are added. MCFLS plays a key role in the circulation of digital materials, through partnerships purchasing, promoting and marketing the services, and providing staff and public training. In 2016 MCFLS greatly increased circulation of both its Zinio magazine collection (up 51.5%) and Overdrive E-book and E-audiobook collection (up 32.6%). In 2017, MCFLS has added "hoopla," a new service providing downloadable digital movies, music, comics, audiobooks and books. Growth in streaming and downloadable media content continues in the County.

MCFLS is also directly responsible for delivering items from one library to another—the number shown represents the number of items checked out at a library belonging to another library, all of which have been moved by the delivery service. Items are delivered five days a week and have a 24 hour turnaround. This service is paid for directly out of MCFLS operating funds and is provided as part of the statutory system requirements to member libraries.

PREVIOUS YEAR BUDGET REQUEST

Additionally, the Performance Measure of registered cardholders as a percent of population shows a sharp drop. In 2017 the Department of Public Instruction confirmed that cardholders should not be counted on the System's annual report if they have been inactive for three or more years. The lower percentage and lower number both accurately reflect the current percentage of active cardholders in order to better line up the budget request with the annual report.

Gale Courses, a strategic initiative introduced in 2016, has been quite successful. Gale Courses is funded by a partnership between MCFLS and the 15 member libraries and offers free, online, instructor-led courses in over 300 topics offered monthly. In the first year more than 3000 people registered for courses and spent more than 1.2 million minutes online working in the courses.

After a ten percent cut in 2012, State funding for library systems has been flat. Other sources of revenue for MCFLS include Federal Library Services and Technology Act (LSTA) grants, interest, and County funding. MCFLS relies on its partnership with member libraries to provide new and valuable services for the citizens of Milwaukee County.

PREVIOUS YEAR BUDGET REQUEST
BUDGET SUMMARY

	2016 Actual	2017 Budget	2018 Budget
Expenditures			
Technology, Reference, Interlibrary Loan	$ 1,699,823	$ 1,694,696	$ 1,750,000
Continuing Ed and Consulting	$93,835	122,406	120,000
Delivery	$316,962	323,776	325,000
Payment to Members for Non-Res Access	$1,146,379	1,119,609	1,044,032
Library Services to Youth	$1,701	3,916	4,500
Library Services to Special Users	$7,089	6,914	7,500
Public Information	$27,292	45,380	45,000
Administration	$335,528	309,145	295,000
Electronic Resources	$261,176	337,703	350,000
MultiType Initiatives	$8,188	8,352	8,500
Member Office Supplies	$57,392	68,000	60,000
Total Expenditures	3,955,365	4,039,897	4,009,532
Revenues			
State Aid to Public Library Systems	2,677,006	2,677,006	2,677,006
Federal LSTA Funding	53,716	37,080	-
Passthrough Contract Income	1,039,688	1,122,690	1,133,813
Interest Earned from State Aid	4,773	7,000	5,000
Unexpended Funds-Previous Years	18,700	15,000	20,000
All Other Sources	154,445	134,019	131,663
Milwaukee County Contribution	*66,650*	*66,650*	*100,000*
Total Revenue	$ 4,014,978	$ 4,059,445	$ 4,067,482
Budget Surplus/(Deficit):	59,613	19,548	$ 57,950
County Contribution as % of Total Revenue:	1.7%	2%	2.5%

M.C.F.L.S.
Financial Report
For the Three Months Ending March 31, 2018

		Annual Budget		Year to Date	%		Balance	%
1								
2								
3	**General Revenues**							
4	State Aid Revenue	$	2,766,162	$	2,074,622	(75.00)	$	691,540	(25.00)
5	Milwaukee County Allocation	$	66,650	$	33,325	(50.00)	$	33,325	(50.00)
6	West Milwaukee Contract -Other	$	48,160	$	-	0.00	$	48,160	(100.00)
7	Interest on Invested Funds	$	4,000	$	-	0.00	$	4,000	(100.00)
8	Member Forms/Supplies Revenue	$	25,000	$	3,745	(14.98)	$	21,255	(85.02)
9	Member Postage Revenue	$	25,000	$	5,961	(23.84)	$	19,039	(76.16)
10	Member OCLC Revenue	$	113,232	$	108,914	(96.19)	$	4,318	(3.81)
11	Member Telecomm. Revenue	$	16,800	$	600	(3.57)	$	16,200	(96.43)
12	Member III Softwre Maint-Basic	$	198,088	$	191,496	(96.67)	$	6,592	(3.33)
13	Member III Softwre Maint-Other	$	43,050	$	40,825	(94.83)	$	2,225	(5.17)
14	Member Tech. Assist.-Time Rev.	$	15,000	$	3,248	(21.65)	$	11,752	(78.35)
15	Member Special Projects Revenu	$	80,000	$	9,152	(11.44)	$	70,848	(88.56)
16	Member Cataloging Contract Rev	$	149,006	$	142,685	(95.76)	$	6,321	(4.24)
17	Member Database Revenue	$	77,132	$	71,765	(93.04)	$	5,367	(6.96)
18	Member Catalog Enhancement Rev	$	24,160	$	22,855	(94.60)	$	1,305	(5.40)
19	Member Ecommerce Transaction	$	9,000	$	2,071	(23.01)	$	6,929	(76.99)
20	TNS Calls/Notices Revenue	$	5,600	$	1,325	(23.66)	$	4,275	(76.34)
21	Carryover Revenue	$	35,000	$	-	0.00	$	35,000	(100.00)
22	Staff Benefits/Co-Pay Revenue	$	31,134	$	5,406	(17.36)	$	25,728	(82.64)
23	Member Digital Content Rev	$	194,179	$	156,118	(80.40)	$	38,061	(19.60)
24	**Total General Revenues**	$	3,926,353	$	2,874,113	(73.20)	$	1,052,240	(26.80)
25								
26	**Special Revenues**							
27	W. Milwaukee Borrowing Revene	$	52,437	$	-	0.00	$	52,437	(100.00)
28	Ecommerce Revenue	$	200,000	$	42,611	(21.31)	$	157,389	(78.69)
29	**Total Special Revenues**	$	252,437	$	42,611	(16.88)	$	209,826	(83.12)
30								
31	**Total Revenues**	$	4,178,790	$	2,916,724	(69.80)	$	1,262,066	(30.20)
32								
33		**Annual Budget**		**Year to Date**	**%**		**Balance**	**%**
34								
35	**General Expenditures**							
36	Fringe Benefits Expense	$	182,281	$	36,047	19.78	$	146,234	80.22
37	Salaries Expense	$	381,600	$	65,945	17.28	$	315,655	82.72
38	Telephone Renewal Expense	$	1,600	$	408	25.50	$	1,192	74.50
39	Member Ecommerce Transaction E	$	9,000	$	2,139	23.77	$	6,861	76.23
40	TNS Calls/Notices Expense	$	5,600	$	982	17.54	$	4,618	82.46
41	Mileage Reimbursement Expense	$	200	$	104	52.00	$	96	48.00
42	Conference/Training Expense	$	5,500	$	369	6.71	$	5,131	93.29
43	Memberships Expense	$	6,800	$	3,300	48.53	$	3,500	51.47
44	Continuing Education Expense	$	8,500	$	225	2.65	$	8,275	97.35
45	Office Supplies Expense	$	1,000	$	171	17.10	$	829	82.90
46	Copy Machine Maint. Expense	$	1,200	$	45	3.75	$	1,155	96.25
47	MCFLS Printing Expense	$	500	$	-	0.00	$	500	100.00
48	MCFLS Printing for Mem Expense	$	5,000	$	-	0.00	$	5,000	100.00
49	MCFLS WI Pub Lib Consortium Ex	$	10,616	$	10,616	100.00	$	-	0.00
50	MCFLS Buying Pool	$	110,000	$	30,000	27.27	$	80,000	72.73
51	MCFLS Database Expense	$	15,000	$	-	0.00	$	15,000	100.00
52	Member Database Expense	$	77,132	$	78,504	101.78	$	(1,372)	(1.78)

Financial Report 03/18
Attachment D (05/23/18)
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M.C.F.L.S.
Financial Report
For the Three Months Ending March 31, 2018

53	MCFLS Catalog Enhancement Expe	$	67,677	$	34,382	50.80	$	33,295	49.20
54	Member Catalog Enhancement Exp	$	24,160	$	24,160	100.00	$	-	0.00
55	MCFLS Postage Expense	$	600	$	50	8.33	$	550	91.67
56	Member Postage Expense	$	25,000	$	10,950	43.80	$	14,050	56.20
57	Member Forms/Supplies Expense	$	25,000	$	1,265	5.06	$	23,735	94.94
58	Telephone Expense	$	4,450	$	263	5.91	$	4,187	94.09
59	Meetings Expense	$	500	$	55	11.00	$	445	89.00
60	Insurance Expense	$	11,252	$	8,033	71.39	$	3,219	28.61
61	Legal Expense	$	500	$	-	0.00	$	500	100.00
62	Audit Expense	$	12,000	$	1,450	12.08	$	10,550	87.92
63	Payroll Service Expense	$	4,000	$	897	22.43	$	3,103	77.58
64	III Software Support Expense	$	241,138	$	117,029	48.53	$	124,109	51.47
65	Member Telecomm. Expense	$	16,800	$	-	0.00	$	16,800	100.00
66	MCFLS Telecomm. Maint. Expense	$	10,000	$	-	0.00	$	10,000	100.00
67	OCLC Expense	$	125,461	$	75,000	59.78	$	50,461	40.22
68	MCFLS Computer Room Equipment	$	5,000	$	500	10.00	$	4,500	90.00
69	MCFLS Equipment Expense	$	15,650	$	11,057	70.65	$	4,593	29.35
70	Member Special Projects Expens	$	80,000	$	6,590	8.24	$	73,410	91.76
71	Sorting and Delivery Expense	$	291,700	$	45,435	15.58	$	246,265	84.42
72	South Central Delivery Expense	$	21,250	$	10,625	50.00	$	10,625	50.00
73	Auto Payment/Maintenance Exp.	$	1,000	$	-	0.00	$	1,000	100.00
74	MPL Resource Contract Expense	$	179,801	$	43,501	24.19	$	136,300	75.81
75	MPL Rent Lease Contract Exp.	$	128,530	$	32,133	25.00	$	96,397	75.00
76	ILS Expense	$	36,450	$	9,113	25.00	$	27,337	75.00
77	MCFLS Catalog Cont Exp to MPL	$	276,676	$	69,154	24.99	$	207,522	75.01
78	Member Catalog Contract Exp.	$	149,006	$	37,252	25.00	$	111,754	75.00
79	Internet Expense	$	19,500	$	150	0.77	$	19,350	99.23
80	Contingency Expense	$	48,741	$	2,835	5.82	$	45,906	94.18
81	Member Digital Content Exp	$	194,179	$	158,539	81.65	$	35,640	18.35
82	Marketing	$	10,000	$	-	0.00	$	10,000	100.00
83	**Total General Expenditures**	$	2,847,550	$	929,273	32.63	$	1,918,277	67.37
84									
85	**Special Expenditures**								
86	W. Milwaukee Borrowing Expense	$	52,437	$	52,439	100.00	$	(2)	(0.00)
87	RB - MCFLS Payment Expense	$	1,078,803	$	1,078,804	100.00	$	(1)	(0.00)
88	Ecommerce Expense	$	200,000	$	42,611	21.31	$	157,389	78.69
89	**Total Special Expenditures**	$	1,331,240	$	1,173,854	88.18	$	157,386	11.82
90									
91	**Total Expenditures**	$	4,178,790	$	2,103,127	50.33	$	2,075,663	49.67
92									
93	**Revenue/Expenditures +/-**			$	813,597				

Financial Report 03/18
Attachment D (05/23/18)
Page 2 of 2

M.C.F.L.S.
Financial Report
For the Four Months Ending April 30, 2018

1		Annual Budget		Year to Date		%		Balance		%
2										
3	**General Revenues**									
4	State Aid Revenue	$	2,766,162	$	2,074,622	(75.00)	$	691,540	(25.00)
5	Milwaukee County Allocation	$	66,650	$	33,325	(50.00)	$	33,325	(50.00)
6	West Milwaukee Contract -Other	$	48,160	$	48,160	(100.00)	$	-	0.00
7	Interest on Invested Funds	$	4,000	$	-	0.00	$	4,000	(100.00)
8	Member Forms/Supplies Revenue	$	25,000	$	3,745	(14.98)	$	21,255	(85.02)
9	Member Postage Revenue	$	25,000	$	5,961	(23.84)	$	19,039	(76.16)
10	Member OCLC Revenue	$	113,232	$	113,233	(100.00)	$	(1)	0.00
11	Member Telecomm. Revenue	$	16,800	$	600	(3.57)	$	16,200	(96.43)
12	Member III Softwre Maint-Basic	$	198,088	$	198,088	(100.00)	$	-	0.00
13	Member III Softwre Maint-Other	$	43,050	$	43,050	(100.00)	$	-	0.00
14	Member Tech. Assist.-Time Rev.	$	15,000	$	4,440	(29.60)	$	10,560	(70.40)
15	Member Special Projects Revenu	$	80,000	$	11,400	(14.25)	$	68,600	(85.75)
16	Member Cataloging Contract Rev	$	149,006	$	149,006	(100.00)	$	-	0.00
17	Member Database Revenue	$	77,132	$	76,238	(98.84)	$	894	(1.16)
18	Member Catalog Enhancement Rev	$	24,160	$	24,160	(100.00)	$	-	0.00
19	Member Ecommerce Transaction	$	9,000	$	2,143	(23.81)	$	6,857	(76.19)
20	TNS Calls/Notices Revenue	$	5,600	$	1,325	(23.66)	$	4,275	(76.34)
21	Carryover Revenue	$	35,000	$	-	0.00	$	35,000	(100.00)
22	Staff Benefits/Co-Pay Revenue	$	31,134	$	7,233	(23.23)	$	23,901	(76.77)
23	Member Digital Content Rev	$	194,179	$	164,179	(84.55)	$	30,000	(15.45)
24	**Total General Revenues**	$	3,926,353	$	2,960,908	(75.41)	$	965,445	(24.59)
25										
26	**Special Revenues**									
27	W. Milwaukee Borrowing Revene	$	52,437	$	52,437	(100.00)	$	-	0.00
28	Ecommerce Revenue	$	200,000	$	91,656	(45.83)	$	108,344	(54.17)
29	**Total Special Revenues**	$	252,437	$	144,093	(57.08)	$	108,344	(42.92)
30										
31	**Total Revenues**	$	4,178,790	$	3,105,001	(74.30)	$	1,073,789	(25.70)
32										
33		**Annual Budget**		**Year to Date**		**%**		**Balance**		**%**
34										
35	**General Expenditures**									
36	Fringe Benefits Expense	$	182,281	$	46,976	25.77	$	135,305	74.23
37	Salaries Expense	$	381,600	$	88,393	23.16	$	293,207	76.84
38	Telephone Renewal Expense	$	1,600	$	544	34.00	$	1,056	66.00
39	Member Ecommerce Transaction E	$	9,000	$	2,139	23.77	$	6,861	76.23
40	TNS Calls/Notices Expense	$	5,600	$	1,154	20.61	$	4,446	79.39
41	Mileage Reimbursement Expense	$	200	$	104	52.00	$	96	48.00
42	Conference/Training Expense	$	5,500	$	837	15.22	$	4,663	84.78
43	Memberships Expense	$	6,800	$	3,300	48.53	$	3,500	51.47
44	Continuing Education Expense	$	8,500	$	334	3.93	$	8,166	96.07
45	Office Supplies Expense	$	1,000	$	190	19.00	$	810	81.00
46	Copy Machine Maint. Expense	$	1,200	$	121	10.08	$	1,079	89.92
47	MCFLS Printing Expense	$	500	$	-	0.00	$	500	100.00
48	MCFLS Printing for Mem Expense	$	5,000	$	-	0.00	$	5,000	100.00
49	MCFLS WI Pub Lib Consortium Ex	$	10,616	$	10,616	100.00	$	-	0.00
50	MCFLS Buying Pool	$	110,000	$	30,000	27.27	$	80,000	72.73
51	MCFLS Database Expense	$	15,000	$	-	0.00	$	15,000	100.00
52	Member Database Expense	$	77,132	$	78,504	101.78	$	(1,372)	(1.78)

5/17/2018 at 9:15 AM   For Management Purposes Only

53	MCFLS Catalog Enhancement Expe	$	67,677	$	34,382	50.80	$	33,295	49.20
54	Member Catalog Enhancement Exp	$	24,160	$	24,160	100.00	$	-	0.00
55	MCFLS Postage Expense	$	600	$	50	8.33	$	550	91.67
56	Member Postage Expense	$	25,000	$	10,950	43.80	$	14,050	56.20
57	Member Forms/Supplies Expense	$	25,000	$	2,967	11.87	$	22,033	88.13
58	Telephone Expense	$	4,450	$	344	7.73	$	4,106	92.27
59	Meetings Expense	$	500	$	127	25.40	$	373	74.60
60	Insurance Expense	$	11,252	$	8,033	71.39	$	3,219	28.61
61	Legal Expense	$	500	$	-	0.00	$	500	100.00
62	Audit Expense	$	12,000	$	1,450	12.08	$	10,550	87.92
63	Payroll Service Expense	$	4,000	$	1,196	29.90	$	2,804	70.10
64	III Software Support Expense	$	241,138	$	117,029	48.53	$	124,109	51.47
65	Member Telecomm. Expense	$	16,800	$	-	0.00	$	16,800	100.00
66	MCFLS Telecomm. Maint. Expense	$	10,000	$	-	0.00	$	10,000	100.00
67	OCLC Expense	$	125,461	$	100,000	79.71	$	25,461	20.29
68	MCFLS Computer Room Equipment	$	5,000	$	551	11.02	$	4,449	88.98
69	MCFLS Equipment Expense	$	15,650	$	12,511	79.94	$	3,139	20.06
70	Member Special Projects Expens	$	80,000	$	7,290	9.11	$	72,710	90.89
71	Sorting and Delivery Expense	$	291,700	$	70,829	24.28	$	220,871	75.72
72	South Central Delivery Expense	$	21,250	$	10,625	50.00	$	10,625	50.00
73	Auto Payment/Maintenance Exp.	$	1,000	$	31	3.10	$	969	96.90
74	MPL Resource Contract Expense	$	179,801	$	43,501	24.19	$	136,300	75.81
75	MPL Rent Lease Contract Exp.	$	128,530	$	32,133	25.00	$	96,397	75.00
76	ILS Expense	$	36,450	$	9,113	25.00	$	27,337	75.00
77	MCFLS Catalog Cont Exp to MPL	$	276,676	$	69,154	24.99	$	207,522	75.01
78	Member Catalog Contract Exp.	$	149,006	$	37,252	25.00	$	111,754	75.00
79	Internet Expense	$	19,500	$	2,743	14.07	$	16,757	85.93
80	Contingency Expense	$	48,741	$	3,093	6.35	$	45,648	93.65
81	Member Digital Content Exp	$	194,179	$	158,539	81.65	$	35,640	18.35
82	Marketing	$	10,000	$	497	4.97	$	9,503	95.03
83	**Total General Expenditures**	$	2,847,550	$	1,021,762	35.88	$	1,825,788	64.12
84									
85	**Special Expenditures**								
86	W. Milwaukee Borrowing Expense	$	52,437	$	52,439	100.00	$	(2)	(0.00)
87	RB - MCFLS Payment Expense	$	1,078,803	$	1,078,804	100.00	$	(1)	(0.00)
88	Ecommerce Expense	$	200,000	$	91,656	45.83	$	108,344	54.17
89	**Total Special Expenditures**	$	1,331,240	$	1,222,899	91.86	$	108,341	8.14
90									
91	**Total Expenditures**	$	4,178,790	$	2,244,661	53.72	$	1,934,129	46.28
92									
93	**Revenue/Expenditures +/-**			$	860,340				

Digicorp, Inc.
Phone: 262-402-6100
Fax: 262-402-6101
3315 North 124th Street, Suite E
Brookfield, WI 53005

DIGICORP
Contingency Planning Solutions, Inc.

Quote

No.:   **6324**

Date: 3/21/2018

Prepared for:
HIEU TRAN 414.286.8684
MILW CTY FED LIBRARY SYTM
709 N 8TH ST
MILWAUKEE, WI 53233-2414 USA

Prepared by: Emily Hipp
Account No.: 635
Phone: (414) 286-5148
Fax: (414) 286-3209

Quantity	Description	UOM	Sell	Total
1	FORTIGATE 300D 1 Year UTM Bundle (24x7 FortiCare plus Application Control, IPS, AV, Botnet IP/Domain, Web Filtering and Antispam Services)	EA	$3,250.00	$3,250.00

Your Price: $3,250.00

Total: $3,250.00

Prices are firm until 6/2/2018   Terms: DUE UPON RECEIPT

Prepared by: Emily Hipp, ehipp@digicorp-inc.com

Date: 3/21/2018

CURRENT CONTRACT EXPIRES: JUN 2, 2018

SN: FGT3HD3915801923

Accepted by: _____

Date:_____

Disclaimer
Contract price does not include applicable tax, freight, trip charges.
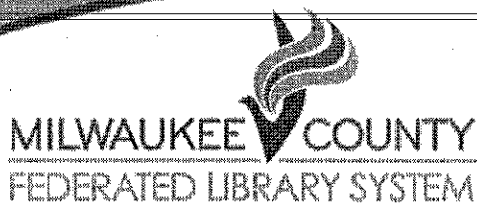
quote - no item id no discount column.rpt   Printed: 3/21/2018 11:27:54AM   *Digicorp Firewall Maint. Contract Attachment E (05/23/18) Page 1 of 1*

MILWAUKEE COUNTY
FEDERATED LIBRARY SYSTEM

April 16th, 2018

To: MCFLS Board of Trustees
From: Steve Heser, Director
Re: Revised 2018 Director Goals

1. Interview, select and train the new Library Systems Administrator with assistance from MCFLS staff. Initial training to be completed by July, 2018.

2. Fully develop the marketing plan to promote public use of system services. With input from LDAC members, investigate additional graphic design assistance for member libraries. To be completed by August, 2018.

3. Assist member libraries in the selection and administration of a statistical analysis tool to better evaluate and manage their collections. Initial implementation to be completed by April, 2018.

4. Provide high-quality continuing education programs for member library staff through the SEWI group and with MCFLS efforts. To be completed by December, 2018.

5. Continue to participate in Public Library System Revision efforts, communicating information to member libraries and the MCFLS Board, advocating for MCFLS member libraries, and assisting state-wide efforts to improve system services. Continuing at least through August 2018.

6. Initiate and lead a strategic planning process for MCFLS and member libraries beginning September 2018. The strategic plan will be used to inform budget priorities in advance of the membership agreement process due to take place in 2019. Continuing through December 2018 and beyond.

7. Begin the process of reaching out to and attending member library board meetings to listen to their needs and learn how we can bring value to their system membership. Continuing through December 2018 and beyond.

8. Work with LDAC members to improve existing cooperative purchasing arrangements and investigate new opportunities for collaboration. Continuing through December 2018.

9. Meet with Milwaukee County supervisors to advocate for MCFLS and member libraries and lay the groundwork for improved funding for the system. Continuing through December 2018.

RESOLUTION OF APPRECIATION

David Sartori is leaving the Board of Trustees of the Milwaukee County Federated Library System (MCFLS), after a tenure of dedicated and exemplary service; and

WHEREAS, David Sartori served with distinction as a Board Trustee since February, 2017, and

WHEREAS, David Sartori brought a unique perspective to the MCFLS Board, simultaneously serving as the Milwaukee County Supervisor for District Eight; and

WHEREAS, David Sartori tirelessly advocated for member libraries at events such as Library Legislative Day and introduced the idea of holding MCFLS Board meetings at member library locations; and

WHEREAS, David Sartori has consistently sought to improve MCFLS services and has, at all times, given the highest priority to the needs of the citizens of Milwaukee County; and

BE IT NOW RESOLVED, that the Milwaukee County Federated Library System Board of Trustees do herewith express heartfelt thanks to Trustee David Sartori for his service, and wishes him well in all future endeavors.

FURTHERMORE, BE IT RESOLVED, that a copy of this resolution be presented to David Sartori and that a copy be printed as an attachment to the agenda of the regular meeting of the MCFLS board of Trustees held April 16, 2018.

To: MCFLS Board of Trustees
From: Steve Heser, MCFLS Director
Re: PLSR Comments

At the last MCFLS Board meeting on April 19th I was asked to compile a list of comments in response to the release of the PLSR Workgroup Reports that were made available to the state library community on April 2nd. The comment period has been extended to May 1st and I am submitting these comments for your review for inclusion on the PLSR survey form. The survey only allows comments specifically for each workgroup report. I have made an effort to include overall observations of the reports and process within the comments below as appropriate. Feel free to make any revisions or suggestions. I would like to submit the comments by April 30th.

Chapter 43 Workgroup

- An overall discussion of funding, governance and administration is not included as part of this (or any) workgroup report. While we understand these areas will be addressed in the recommendations, the funding question in particular tends to diminish the impact of the workgroup reports. When we view projected estimates in the millions of dollars we have to wonder where this funding will come from. We feel more clarity is needed to better understand the funding sources and what role the state and DPI will play in this new environment.

Collections Workgroup

- We support the aim of the Collections workgroup to reduce duplication of effort when it comes to the selection and evaluation of electronic resources. We suggest trying to join with other areas within Collections to reduce the amount of staff necessary to meet the needs of the model, perhaps even combining roles across workgroups to improve efficiency.
- We commend the Collections workgroup for their implementation plan, particularly the focus on data gathering and employing steps like centralized contract negotiation and maximizing purchasing power to start the process. Utilizing planning like this costs little but can impact the bottom line for systems and libraries early in the process.

Continuing Education and Consulting Workgroup

- We understand that many libraries have not been receiving an equitable level of service when it comes to continuing education and consultation. Our board would ask the PLSR Steering committee to carefully consider how the process of equity is achieved. We would rather *raise* the level of service for all libraries rather than reduce the level of service to the lowest common denominator. We feel there is no one-size-fits-all solution (this goes for many of the workgroups). For example, many libraries may not need A+ consultation services. We only ask that you provide enough flexibility in the recommendations so the libraries are provided the services they need when they need them.

- We feel the implementation plan for Continuing Education/Consulting is excellent. The three steps outlined on page 33 are a relatively low cost way to improve continuing education and consulting services immediately.
- Using the average of existing system director positions to determine the annual staff salaries for continuing education/consultation on page 58 seems a bit out of place. While we understand many directors play a role in providing these services, we believe a better formula for determining salaries could have been used.

Delivery Workgroup

- We truly appreciate the hard work done by this workgroup, but feel a logistical professional or company should be involved in any further discussions regarding delivery. The insufficient response by potential vendors is particularly concerning. We also believe a new impact study for delivery within the state should be considered.
- We are curious to know if SCLS knows the reason for the 29% drop in delivery since 2006. Have associated delivery costs dropped at the same rate?
- Although they represent a small percentage of use overall, we feel electronic resources should be promoted to lessen delivery demands.
- Regarding the budget on page 29, will there be additional staff required for the project?
- We are concerned about the impact of the volume of delivery from Milwaukee County on the proposed Region #8. Initial maps led us to believe that a secondary hub would be located at the current MPL Central branch to accommodate delivery within the county. This secondary hub would then connect with the main hub in Waukesha County. Is this secondary hub option still on the table? It does not appear on the workgroup report. If the secondary hub is not an option, we are concerned the volume from Milwaukee County has not been properly accounted for in the design.
- The MCFLS Board asks the PLSR Steering committee to strongly consider making Milwaukee County a 9th region if only for the delivery volume and impact on other libraries throughout region #8. We feel it would not be efficient or equitable to overwhelm other libraries within our region when it comes to delivery. Separating Milwaukee County and creating a 9th region may be in the best interest of all libraries within the southeast corner of the state.

Resource Libraries Workgroup

- While we appreciate the work of the Resource Libraries workgroup, the board is concerned about the unintended consequences of removing or reducing the role of resource libraries in Wisconsin. Our resource library has always been a source of leadership and innovation that the system relies upon. Reducing or eliminating their role as resource library may discourage them from taking the types of initiatives that help move the system forward.
- The MCFLS Board has always thought that because of its size and special collections, the Milwaukee Public Library should be considered a statewide resource library and should receive support for the role it plays in supporting statewide initiatives such as Recollection Wisconsin. We encourage the PLSR Steering committee to think carefully about the role of resource libraries and ensure the leadership and services they provide are offered to every service area or region moving forward.

Technology Workgroup

- We feel the Technology workgroup, as with many of the workgroups, relies on centralizing services and leveraging technology to realize efficiencies that may have not been possible in the past. While we commend that push to become more efficient, there is a price to be paid in centralizing services. We urge the PLSR Steering committee to allow regions to determine some of the services needed to be able serve their libraries most effectively and build in flexibility wherever possible. For example, the PC hardware/software configuration should be shifted to the regions to better support libraries with unique requirements.

# WISCONSIN PLSR

RECOMMENDATION PHASE

MAY 18 & JUN 8

Initial Recommendation Development

The Steering Committee and Core Recommendation Collaborators (CRC) with facilitation by Russell Consulting, Inc. and support from Department of Public Instruction staff project liaisons develop preliminary recommendation framework.

JUNE 11 - JUL 20

Community members will be able to review the Steering Committee's working recommendations and offer feedback. This is a critical feedback period and you are encouraged to schedule time, with staff and/or with Boards, to review the recommendations.
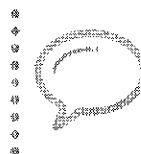
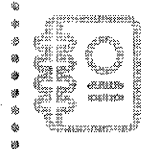**Preliminary Recommendation Framework Feedback Period**

JUL 30 & 31

Model Development Summit

The Steering Committee and CRC along with the selected Summit Participants meet to further develop Steering Committee recommendations

AUGUST

The Steering Committee will finalize the development of the recommendation report it will deliver to the DPI State Superintendent.
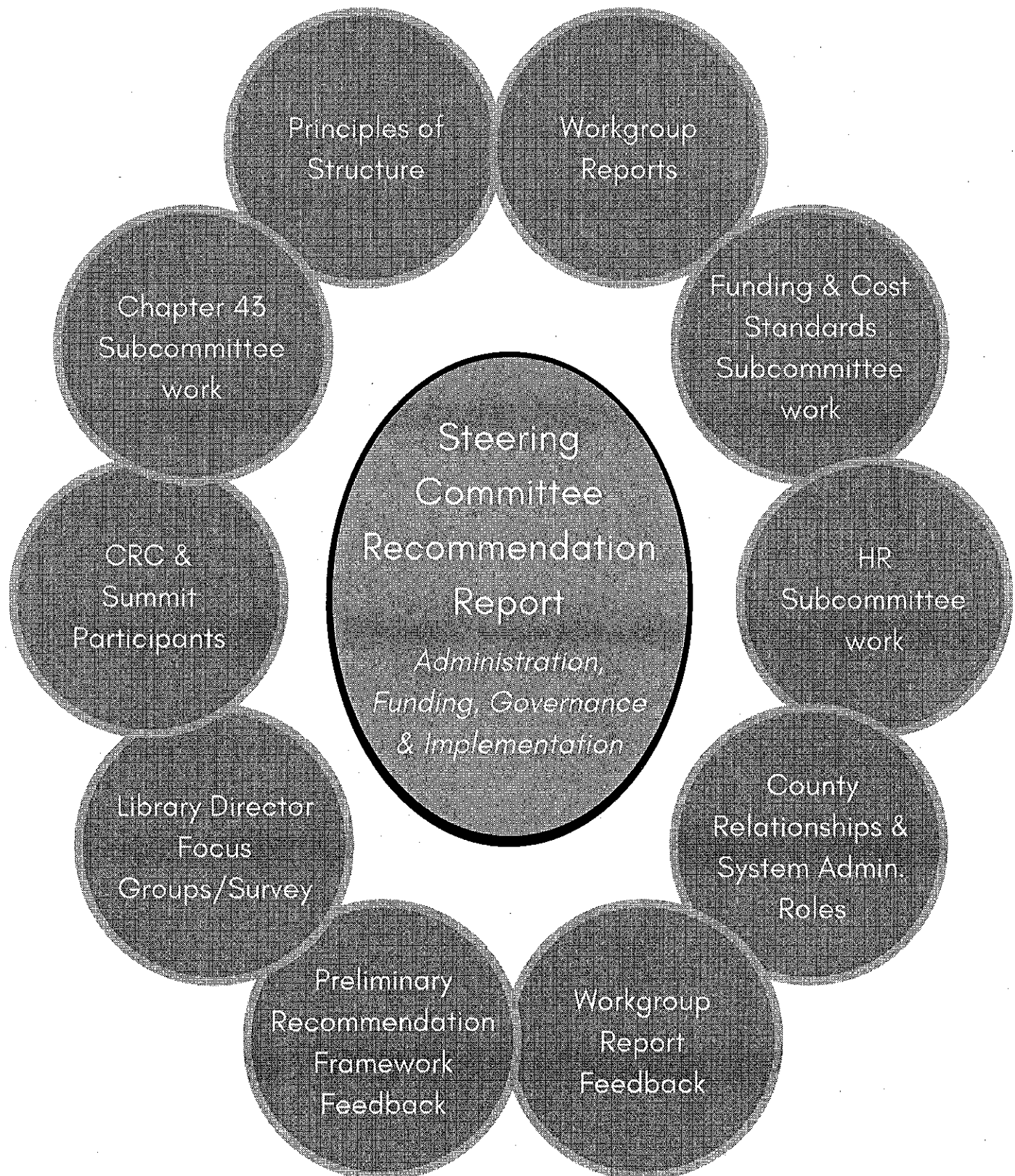
Final Recommendation Report Development

Learn more at http://plsr.info/steering-committee/

RECOMMENDATION
INFORMATION
INPUTS

Principles of Structure

Workgroup Reports

Chapter 43 Subcommittee work

Funding & Cost Standards Subcommittee work

CRC & Summit Participants

Steering Committee Recommendation Report

Administration, Funding, Governance & Implementation

HR Subcommittee work

Library Director Focus Groups/Survey

County Relationships & System Admin. Roles

Preliminary Recommendation Framework Feedback

Workgroup Report Feedback

WISCONSIN
DEPARTMENT OF
PUBLIC
INSTRUCTION

Tony Evers, PhD, State Superintendent

April 23, 2018

Paul Ziehler, Board President
Milwaukee County Federated Library System
709 N. 8th Street
Milwaukee, WI 53233-2414

Dear Mr. Ziehler:

I am pleased to notify you that your system's second payment for operations in 2018 in the amount of
$691,540 has been electronically transmitted. This payment will allow you to continue to carry out this
year's system plan as approved earlier by the Division for Libraries and Technology (DLT). Public library
system funding is provided from the universal service fund. A listing of this year's payments is enclosed,
as well as a list of some mid-year duties and responsibilities.

State Superintendent Tony Evers and I would like to take this opportunity to thank you and your fellow
board members for all your efforts to bring excellence in public library service to the residents of the
Milwaukee County Federated Library System area. We look forward to joining with your board and staff
to ensure that adequate resources are provided to support the important services you provide.

Sincerely,

Kurt J. Kiefer
Assistant State Superintendent
Division for Libraries and Technology

Enclosures: Schedule of 2018 Public Library System Aid Amounts
            Ongoing and Annual System Obligations

cc: Steve Heser, System Director
     John DeBacher, Director, Public Library Development

Total amount of electronic transfers to system for second payment of 2018 aid: $691,540

2nd State Aid Payment
Attachment I (05/23/18)
Page 1 of 2

2018 Wisconsin Public Library System Aid
Anticipated

System	Agency Code	2017 System Aid	2017 Additional Funds	Total 2018 System Aid	Revised allocation (rounded)	December 1 2017 Payment	2nd Payment April 1, 2018
Arrowhead Library System	539926	$ 438,605	$ 14,607.41	453,212.41	453,212.00	$339,909.00	$ 113,303.00
Bridges Library System **	679939	$ 1,216,744	$ 40,522.74	1,257,266.74	1,257,267.00	$942,950.00	$ 314,317.00
Indianhead Federated Library System	189928	$ 1,125,114	$ 37,471.08	1,162,585.08	1,162,585.00	$871,939.00	$ 290,646.00
Kenosha County Library System	309929	$ 398,675	$ 13,277.57	411,952.57	411,953.00	$308,965.00	$ 102,988.00
Lakeshores Library System	519930	$ 637,716	$ 21,238.65	658,954.65	658,955.00	$494,216.00	$ 164,739.00
Manitowoc-Calumet Library System	369937	$ 312,113	$ 10,394.69	322,507.69	322,508.00	$241,881.00	$ 80,627.00
Milwaukee County Federated Library System	409933	$ 2,677,006	$ 89,155.67	2,766,161.67	2,766,160.00	$2,074,620.00	$ 691,540.00
Monarch Library System *	599943	$ 1,069,644	$ 35,623.69	1,105,267.69	1,105,268.00	$828,951.00	$ 276,317.00
Nicolet Federated Library System	059934	$ 1,069,413	$ 35,616.00	1,105,029.00	1,105,029.00	$828,772.00	$ 276,257.00
Northern Waters Library Service	029935	$ 529,104	$ 17,621.41	546,725.41	546,725.00	$410,044.00	$ 136,681.00
Outagamie Waupaca Library System	449936	$ 607,514	$ 20,232.80	627,746.80	627,747.00	$470,810.00	$ 156,937.00
South Central Library System	369937	$ 2,062,581	$ 68,692.71	2,131,273.71	2,131,274.00	$1,598,456.00	$ 532,818.00
Southwest Wisconsin Library System	229938	$ 363,341	$ 12,100.80	375,441.80	375,442.00	$281,582.00	$ 93,860.00
Winding Rivers Library System	329940	$ 767,701	$ 25,567.70	793,268.70	793,269.00	$594,952.00	$ 198,317.00
Winnefox Library System	709941	$ 885,885	$ 29,503.73	915,388.73	915,389.00	$686,542.00	$ 228,847.00
Wisconsin Valley Library Service	379942	$ 851,944	$ 28,373.35	880,317.35	880,317.00	$660,238.00	$ 220,079.00
Total		$ 15,013,100	$ 500,000	15,513,100.00	15,513,100.00	$11,634,825.00	$ 3,878,275.00

$15,513,100.00

* Formerly Eastern Shores Library System (merged with Mid-Wisconsin Federated Library System, effective 2017)

2nd State Aid Payment
Attachment I (05/23/18)
Page 2 of 2

MILWAUKEE COUNTY
FEDERATED LIBRARY SYSTEM
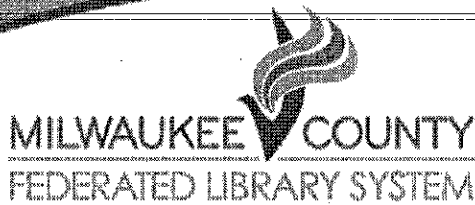
709 North Eighth Street
Milwaukee, WI 53233
PH: 414-286-8149
FAX: 414-286-3209

May 16th, 2018

April/May 2018 Director's Report

Summary of activities

1. Set agenda and led discussion for LDAC meeting on April 19th at Greenfield.
2. Finalized training materials and training schedule for Library Systems Administrator.
3. Set agenda and led Database Maintenance committee meeting on April 18th.
4. Attended webinar from ALA on successful digital content promotion on April 18th.
5. Attended Biblioboard and SELF-E webinar on April 24th. Both products are part of the Wisconsin Author Project, a contest through the WPLC designed to promote self-published and local authors.
6. Set agenda and led Periodicals Workgroup meeting on April 25th.
7. Met with Seton Catholic Schools and Joan Johnson to discuss data transfer and MOU for participation in LibraryNOW.
8. Met with Sabrina Gray from Blue Jeans to discuss video conferencing software.
9. Participated in SRLAAW and WPLC meetings on May 2nd.
10. Attended the Wisconsin Association of Public Libraries (WAPL) in Pewaukee on May 3rd and 4th.
11. Jennifer Schmidt joined MCFLS on May 7th and extensive training for the LSA position began.
12. Jennifer Schmidt and I met with MPL Cataloging and Acquisitions staff to talk about centralized cataloging and the acquisitions process involving Sierra functions for Milwaukee.
13. Met with the St. Francis and Oak Creek Library Boards on May 9th and 10th, respectively.
14. Met with Nathaniel Finkin from Mk Solutions to discuss their self-check and AMH products.
15. Worked with Jennifer to load data for Seton Catholic Schools into the Sierra database on May 15th.
16. Started work on a full color infographic "leave behind" for county and state legislators.

Upcoming Activities

1. Meet with South Milwaukee Library Board May 22nd.
2. Lead discussion and participate in the MyPC meeting with Vivienne Porter and interested libraries on May 23rd. MyPC is being considered as a replacement for SAMS public PC management.
3. MCFLS Staff dinner on June 6th.