

NOTICE

Milwaukee County
Federated Library System
Board of Trustees

Monday, May 16th, 2022

3:30 P.M.

This meeting will be held:

Online at

Meeting URL: [CLICK HERE](#)

Meeting ID: 813 4318 4710

Meeting Passcode: kXwd1Vf5

Telephone Passcode: 47496039

AGENDA

1. Call to order
2. Adoption of agenda
Action
3. Approval of minutes: the MCFLS Board of Trustees meeting on April 25th, 2022
Action [Attachment A](#)
4. Public comment

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

MCFLS Standing Committee Reports

5. Library Directors Advisory Council
 - a. Report of the May 5th, 2022 meeting

[Attachment B](#)

6. MCFLS Finance and Personnel Committee

7. MCFLS Legislative and System Services

Administrative reports requiring action

8. Financial Report – April 2022

Action

[Attachment C](#)

9. Resolution of appreciation for Alderman Nik Kovac

Action

[Attachment D](#)

10. Formal approval of the MCFLS Privacy Policy. Approved by LDAC on May 5th.

Action

[Attachment E](#)

Administrative Informational Items

11. MCFLS Bylaws – Final version

[Attachment F](#)

12. Standing item: Marketing update

[Attachment G](#)

13. Director's Report

[Attachment H](#)

Next meeting date: Scheduled for Monday, June 20th at 3:30 pm via Zoom online meeting software.

Milwaukee County Federated Library System
Board of Trustees
Regular Monthly Meeting held Monday, April 25, 2022
Zoom Meeting

ROLL CALL

Present: Paul Ziehler, President
Steven Shea, Vice President
Guy Johnson, Trustee
Howard Snyder, Trustee
Elizabeth Suelzer, Trustee

Excused: Monica Deluhery, Trustee

Staff: Steve Hesel, Director
Judy Kaniasty, Business Manager

Others: Amy Krahn, LDAC Chair and St. Francis 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 1:35 p.m. President Ziehler reported that Treasurer Kovac has submitted his resignation from the MCFLS Board, as well as the MPL Library Board due to his being appointed as City of Milwaukee Budget Director and asked that Director Hesel prepare a Resolution acknowledging and thanking Treasurer Kovac for his many years of service on the MCFLS Board.

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

APPROVAL OF MINUTES. President Ziehler referred to the minutes of the March 21, 2022 meeting which are shown as Attachment A of the agenda packet. Being no corrections noted, Trustee Snyder moved and Vice President Shea seconded a motion to approve the minutes as presented. Unanimously approved.

PUBLIC COMMENT. None.

MCFLS STANDING COMMITTEE REPORTS

Library Directors Advisory Council.

Report of the April 7, 2022 Meeting. President Ziehler referred to the summary of the April 7, 2022 LDAC meeting which is shown as Attachment B of the agenda packet. LDAC Chair Krahn reviewed her report and responded to questions from the Board. Vice President Shea moved and Trustee Snyder seconded a motion to accept the report and place it on file. Unanimously approved.

MCFLS Finance and Personnel Committee. Director Heser noted that there has not been a meeting since last month, therefore there is nothing to report at this time.

MCFLS Legislative and System Services.

Recommendation to approve revisions to the MCFLS Bylaws. Committee Chair Johnson referred to Attachment C of the agenda packet, which is a recommended revision to the MCFLS Bylaws. Director Heser, along with the Legislative Committee, reviewed the document and made suggestions which have been incorporated into this document. Director Heser did review the changes made, at Trustee Suelzer's request. Trustee Johnson moved and Trustee Snyder seconded a motion to recommend MCFLS Board approval of the revised Bylaws as modified including adding a paragraph pertaining to the Executive Committee definition as being the President, Vice President and Treasurer which has been the practice. Unanimously approved.

Recommendation to approve a MCFLS System Privacy Policy. Committee Chair Johnson reported that the Committee has reviewed the proposed System Privacy Policy and recommends Board approval of Attachment D of the agenda packet if the LDAC is on board with that. Director Heser explained that many member libraries have established privacy policies and he felt that a System privacy policy would be wise to explain what we collect and how we use it especially since we will be starting to use Patron Point software to reach out to patrons for informational and business reasons. Director Heser summarized the policy and noted that the LDAC wants to discuss again at their next meeting on May 5 and then it will be brought back for MCFLS Board action.

Meeting minutes from April 8, 2022. Chair Johnson referred to the minutes of the April 8, 2022 MCFLS Legislative and System Services meeting which are shown as Attachment E of the agenda packet for informational purposes. The Committee will take action to approve them at their September meeting. Director Heser questioned whether the Board desired to see the Committee meeting minutes as part of the Board agenda and President Ziehler responded that it wasn't necessary if the entire Board were to receive them otherwise.

ADMINISTRATIVE REPORTS REQUIRING ACTION

Financial Report – March 2022. Director Heser referred to the March 2022 financial report which is shown as Attachment F of the agenda packet and noted that he had nothing to report out of the ordinary except that in the mid-year budget revision, a line item for the South Central Library System Delivery will be added back in since he was under the impression that DPI would be paying for that approximately \$22,000 expense since they had paid for the second half of last year; but he has been informed that they will not be doing that, so he misunderstood that when preparing the 2022 budget. Director Heser noted that there was a savings to the MPL Lease Agreement negotiated after the 2022 budget was approved that will be available so the funds should be easily found in the mid-year budget revision. Trustee Johnson moved and Trustee Snyder seconded a motion to approve the March 2022 financial report as presented. Unanimously approved.

ADMINISTRATIVE INFORMATIONAL ITEMS

Summary of Lessons Learned from the Pandemic. Director Heser reviewed his summary of lessons learned from the pandemic, as requested at the last board meeting, shown as Attachment G of the agenda packet. It was noted that libraries and staff have changed and composure was kept along the way. President Ziehler asked that the document be shared with member library directors and local

library boards. Trustee Johnson also commented that local health department directives were very much used and appreciated during the past two years.

Revisions to Director 2022 Goals. Director Hesel reviewed his revised 2022 Goals, shown as Attachment H of the agenda packet, which is updated after discussion at last month's meeting to add the task of updating the MCFLS Bylaws and the recruitment and hiring of a new Business Manager.

Director's Report. Director Hesel reviewed his report, which is shown as Attachment I of the agenda packet. Trustee Johnson noted that Shorewood Director Rachel Collins will be leaving and she will be greatly missed. As for the recruitment of a new MCFLS Business Manager, that process will be ramping up shortly after the job description is updated.

NEXT MEETING. Scheduled for Monday, May 16, 2022 beginning at 3:30 p.m. via Zoom online meeting software.

ADJOURNMENT. There being no further business to be addressed, Vice President Shea moved and Trustee Suelzer seconded a motion to adjourn at 2:23 p.m. Unanimously approved.



To: MCFLS Board of Trustees
From: Amy Krahn, St. Francis Public Library
RE: Summary of LDAC Meeting, May 5, 2022
Location: Zoom Teleconference

Topics for action or discussion

Library Updates Related to COVID-19:

- Some libraries are still offering limited computer stations to allow for distancing.
- MPL will be fully reopened with new hours beginning June 6th.
- Some libraries are still restricting access to toys in youth areas.

Librarian Substitutes:

- There was discussion concerning creating a resource with a list of individuals available for substitute work at MCFLS libraries. People on the list would be retired or part-time library staff, recent library school grads, or current SOIS students. The resource could include librarians, library assistants, circulation staff, or shelvers.
- Individual libraries would need to vet the applicants themselves and applicants would be subject to that library's wages and policies.
- Steve will use the online form currently used by the Bridges system and bring a draft back to the June LDAC meeting.

Workgroup for Review of LDAC Guidelines:

- Steve requested volunteers to review the LDAC Guidelines.
- Brian Van Klooster and Sheila O'Brien volunteered to assist Steve.

Library User Agreement (used for digital signatures):

- Minor language changes were recommended for the User Agreement.
- The changes were approved by LDAC.

DPI Updates:

- LSTA CE Grant Funding – Libraries have been slow to use/apply for this funding and the deadline is approaching. Options were discussed regarding how to use any funds that are remaining by mid-May.
- LSTA Five Year Plan – There have been several working group sessions to develop this plan, which would cover 2023-2027. Three of the main goals being discussed are:
 - Support for resource sharing, including delivery, databases, etc.
 - Staff support – recruitment and retention, professional learning, data collection
 - Promoting collections and collaborations

Technology

ILS Review Update

- Jen Schmidt reviewed the progress on the review of the various vendors, including the priorities that the workgroup identified.
- The workgroup will have two more meetings in May to tally up scores, deliberate, and make a recommendation. MCFLS will write up the final recommendation.
- The final recommendation will be presented to LDAC in June.

MCFLS Privacy Policy

- LDAC approved the MCFLS Privacy Policy and referred it back to the MCFLS Board.

Update on Microsoft Software Licensing Changes

- Steve provided additional information on the changes to licensing for staff and public computers.
- Moving to cloud-based solutions doesn't work for most library computers, so we will likely stay with on-premise licensing.
- Licenses can be purchased through CDWG. Although the cost will be slightly higher than it was through Tech Soup, it is still a substantial discount over retail.

Informational

Inclusive Services Update

- Jen Schmidt has created a survey to get feedback on member library DEI efforts and priorities.
- Jen also encouraged sharing any resources, translations, or articles that member libraries have found helpful.

Workforce Partnerships

- Digital Literacy Lab grant with Employ Milwaukee – MCFLS provided a letter of support for the grant, which provides computer assistance and training for job searchers. When participants complete the training, they receive a free computer. MPL is part of the pilot program and Steve encouraged any interested suburban libraries to contact him if they are interested in participating.
- WiSHRM Outreach – No member libraries reported being contacted by them, so Steve will follow up.
- Job Center Tour – Steve meets with them monthly and would like to set up a tour for interested library directors and adult services staff to increase awareness and understanding of the services offered.

Additional Business

Chromebooks

- There was discussion on how libraries are integrating Chromebooks into youth services, as many school districts are beginning to give them students for at home use.

TBS Easy Scan

- There was discussion on whether or not the TBS Easy Scan product could replace a library's photocopier. Brown Deer reported that they had numerous problems and did not recommend it.
- Others reported that it is very user-friendly and useful as a scanner/document translator, but not as a complete replacement for a photocopier.

Lending Streaming Devices (Roku)

- Brian Van Klooster reported that other libraries appear to be circulating Roku and other devices for streaming. One of his staff members asked why no one in MCFLS was doing this.
- Discussion regarding the legality of sharing content and sign-ins.

Hoopla Content

- Steve Hesel wanted to make libraries aware that there have been articles regarding some questionable content that was found on Hoopla. Hoopla has taken some content down, but Steve will contact our rep to get more information about selection guidelines.
- Steve reminded Directors that we do not have control over the content that is provided on Hoopla.
- Steve forwarded the article and additional information to Library Directors.

Member Library Updates

MPL – reported that Aeon, their online interface that allows patrons access to their archives and special collections, is live. This service was introduced to LDAC at a previous meeting. MPL provided a contact email, in case reference librarians received/had questions.

Greendale – reported that they are in the early stages of planning for a Human Library program. The Human Library connects individuals who have experienced prejudice with patrons in one-on-one conversations with the goal of increasing understanding and empathy. The volunteers are trained by Human Library prior to participating in the program. This is planned as a one-time, 4 hour program.

Shorewood – next month will be Rachel Collins' last LDAC meeting and she is organizing an LDAC lunch to follow our June meeting. They are beginning to receive applications for their open Director position.

The next LDAC meeting is scheduled for Thursday, June 2nd at 10 am, via Zoom

M.C.F.L.S.
Financial Report
For the Seven Months Ending July 31, 2022

		<u>Annual Budget</u>	<u>Year to Date</u>	<u>%</u>	<u>Balance</u>	<u>%</u>
1						
2						
3	General Revenues					
4	State Aid Revenue	\$ 3,301,094	\$ 2,475,824	(75.00)	\$ 825,270	(25.00)
5	Milwaukee County Allocation	\$ 66,650	\$ 66,650	(100.00)	\$ -	0.00
6	West Milwaukee Contract -Other	\$ 38,180	\$ 41,009	(107.41)	\$ (2,829)	7.41
7	Interest on Invested Funds	\$ 7,500	\$ -	0.00	\$ 7,500	(100.00)
8	Member Forms/Supplies Rev (58)	\$ 18,100	\$ 4,053	(22.39)	\$ 14,047	(77.61)
9	Member Postage Revenue (57)	\$ 20,900	\$ 3,020	(14.45)	\$ 17,880	(85.55)
10	Member OCLC Revenue (69)	\$ 127,336	\$ 127,337	(100.00)	\$ (1)	0.00
11	Member Telecomm. Revenue (67)	\$ 16,800	\$ 16,800	(100.00)	\$ -	0.00
12	Member III Softwre Maint-Basic (65)	\$ 185,717	\$ 185,717	(100.00)	\$ -	0.00
13	Member III Softwre Maint-Other (65)	\$ 49,938	\$ 49,938	(100.00)	\$ -	0.00
14	Member Tech. Assist.-Time Rev.	\$ 20,000	\$ 6,115	(30.58)	\$ 13,885	(69.43)
15	Member Special Projects Rev (73)	\$ 70,000	\$ 19,541	(27.92)	\$ 50,459	(72.08)
16	Member Catalog Contract Rev (79)	\$ 151,176	\$ 151,176	(100.00)	\$ -	0.00
17	Member Database Rev (54)	\$ 34,035	\$ 14,970	(43.98)	\$ 19,065	(56.02)
18	Member EcomTransaction Fees (42)	\$ 6,800	\$ 1,684	(24.76)	\$ 5,116	(75.24)
19	Carryover Revenue	\$ 15,000	\$ -	0.00	\$ 15,000	(100.00)
20	Staff Benefits/Co-Pay Revenue	\$ 58,875	\$ 15,229	(25.87)	\$ 43,646	(74.13)
21	LSTA Technology Grant Revenue (83)	\$ 36,014	\$ -	0.00	\$ 36,014	(100.00)
22	Member Digital Content Rev (84)	\$ 243,299	\$ 158,302	(65.06)	\$ 84,997	(34.94)
23	Member PC Mngmt License Rev	\$ 2,545	\$ 644	(25.30)	\$ 1,901	(74.70)
24	Member Replacement Fines Rev (89)	\$ 7,000	\$ 3,811	(54.44)	\$ 3,189	(45.56)
25	Member Overdrive Advant Rev (90)	\$ 15,000	\$ 15,002	(100.01)	\$ (2)	0.01
26	Total General Revenues	\$ 4,491,959	\$ 3,356,822	(74.73)	\$ 1,135,137	(25.27)
27						
28	Special Revenues					
29	Milw Co Advantage Rev (96)	\$ 50,000	\$ -	0.00	\$ 50,000	(100.00)
30	W. Milw Borrowing Rev (97)	\$ 46,378	\$ 46,378	(100.00)	\$ -	0.00
31	Ecommerce Revenue (101)	\$ 175,000	\$ 60,982	(34.85)	\$ 114,018	(65.15)
32	Total Special Revenues	\$ 271,378	\$ 107,360	(39.56)	\$ 164,018	(60.44)
33						
34	Total Revenues	\$ 4,763,337	\$ 3,464,182	(72.73)	\$ 1,299,155	(27.27)
35						
36		<u>Annual Budget</u>	<u>Year to Date</u>	<u>%</u>	<u>Balance</u>	<u>%</u>
37						
38	General Expenditures					
39	Fringe Benefits Expense	\$ 273,215	\$ 75,594	27.67	\$ 197,621	72.33
40	Salaries Expense	\$ 431,956	\$ 139,274	32.24	\$ 292,682	67.76
41	Telephone Renewal Expense	\$ 750	\$ 170	22.67	\$ 580	77.33
42	Member Ecom Transaction Exp (18)	\$ 6,800	\$ 1,812	26.65	\$ 4,988	73.35
43	TNS Calls/Notices Expense	\$ 1,450	\$ 340	23.45	\$ 1,110	76.55
44	Conference/Training Expense	\$ 5,000	\$ 323	6.46	\$ 4,677	93.54
45	Memberships Expense	\$ 6,500	\$ 3,785	58.23	\$ 2,715	41.77
46	Continuing Education Expense	\$ 9,000	\$ -	0.00	\$ 9,000	100.00
47	Office Supplies Expense	\$ 1,500	\$ 637	42.47	\$ 863	57.53
48	Copy Machine Maint. Expense	\$ 2,500	\$ 254	10.16	\$ 2,246	89.84
49	MCFLS Printing Expense	\$ 500	\$ 33	6.60	\$ 467	93.40
50	MCFLS Printing for Mem Expense	\$ 5,000	\$ -	0.00	\$ 5,000	100.00
51	MCFLS WI Pub Lib Consortium Ex	\$ 6,586	\$ 6,586	100.00	\$ -	0.00
52	MCFLS Buying Pool	\$ 145,000	\$ 30,000	20.69	\$ 115,000	79.31
53	MCFLS Database Expense	\$ 97,453	\$ 96,883	99.42	\$ 570	0.58
54	Member Database Expense (17)	\$ 34,035	\$ 14,965	43.97	\$ 19,070	56.03
55	MCFLS Catalog Enhancement Exp	\$ 141,829	\$ 87,293	61.55	\$ 54,536	38.45
56	MCFLS Postage Expense	\$ 600	\$ 58	9.67	\$ 542	90.33
57	Member Postage Expense (9)	\$ 18,100	\$ 2,500	13.81	\$ 15,600	86.19
58	Member Forms/Supplies Exp (8)	\$ 20,900	\$ 6,618	31.67	\$ 14,282	68.33
59	Telephone Expense	\$ 7,000	\$ 1,250	17.86	\$ 5,750	82.14

M.C.F.L.S.
Financial Report
For the Seven Months Ending July 31, 2022

60	Meetings Expense	\$ 1,000	\$ 169	16.90	\$ 831	83.10
61	Insurance Expense	\$ 12,400	\$ 6,917	55.78	\$ 5,483	44.22
62	Legal Expense	\$ 500	\$ -	0.00	\$ 500	100.00
63	Audit Expense	\$ 12,500	\$ 2,984	23.87	\$ 9,516	76.13
64	Payroll Service Expense	\$ 5,400	\$ 1,685	31.20	\$ 3,715	68.80
65	III Software Support Exp (12/13)	\$ 235,655	\$ 113,703	48.25	\$ 121,952	51.75
66	III TNS Subscr Exp	\$ 12,224	\$ 6,112	50.00	\$ 6,112	50.00
67	Member Telecomm. Expense (11)	\$ 16,800	\$ -	0.00	\$ 16,800	100.00
68	MCFLS Telecomm. Maint. Expense	\$ 30,000	\$ 20,349	67.83	\$ 9,651	32.17
69	OCLC Expense (10)	\$ 135,047	\$ 137,388	101.73	\$ (2,341)	(1.73)
70	MCFLS Computer Room Equipment	\$ 10,000	\$ 406	4.06	\$ 9,594	95.94
71	MCFLS Software Expense	\$ 7,000	\$ 592	8.46	\$ 6,408	91.54
72	MCFLS Equipment Expense	\$ 15,000	\$ 4,459	29.73	\$ 10,541	70.27
73	Member Special Projects Exp (15)	\$ 70,000	\$ 19,293	27.56	\$ 50,707	72.44
74	Sorting and Delivery Expense	\$ 291,700	\$ 72,946	25.01	\$ 218,754	74.99
75	MPL Resource Contract Expense	\$ 206,318	\$ 51,579	25.00	\$ 154,739	75.00
76	MPL Rent Lease Contract Exp.	\$ 129,815	\$ 23,847	18.37	\$ 105,968	81.63
77	ILS Expense	\$ 36,450	\$ 9,113	25.00	\$ 27,337	75.00
78	MCFLS Catalog Cont Exp to MPL	\$ 297,098	\$ 74,275	25.00	\$ 222,823	75.00
79	Member Catalog Contract Exp (16)	\$ 151,176	\$ 37,794	25.00	\$ 113,382	75.00
80	MCFLS Collection Dev Tool Exp	\$ 26,972	\$ -	0.00	\$ 26,972	100.00
81	Internet Expense	\$ 21,635	\$ 4,030	18.63	\$ 17,605	81.37
82	Contingency Expense	\$ 32,895	\$ 13,140	39.95	\$ 19,755	60.05
83	LSTA Technology Grant Exp (21)	\$ 36,014	\$ 59,265	164.56	\$ (23,251)	(64.56)
84	Member Digital Content Exp (22)	\$ 243,299	\$ 158,299	65.06	\$ 85,000	34.94
85	Marketing Expense	\$ 45,000	\$ 4,016	8.92	\$ 40,984	91.08
86	Cooperative Purchasing Sub Exp	\$ 2,500	\$ -	0.00	\$ 2,500	100.00
87	Member PC Mngmt License Ex	\$ 1,875	\$ -	0.00	\$ 1,875	100.00
88	Member MKE Mixer Exp	\$ 1,400	\$ -	0.00	\$ 1,400	100.00
89	Member Replacement Fines Exp (24)	\$ 7,000	\$ 3,811	54.44	\$ 3,189	45.56
90	Member OverDrive Advant Exp (25)	\$ 15,000	\$ -	0.00	\$ 15,000	100.00
91	Youth Services Exp	\$ 10,000	\$ -	0.00	\$ 10,000	100.00
92	Inclusive Services Exp	\$ 10,000	\$ -	0.00	\$ 10,000	100.00
93	Total General Expenditures	\$ 3,345,347	\$ 1,294,547	38.70	\$ 2,050,800	61.30
94						
95	Special Expenditures					
96	Milw Co Advantage Exp (29)	\$ 50,000	\$ -	0.00	\$ 50,000	100.00
97	W. Milw Borrowing Exp (30)	\$ 46,378	\$ 46,378	100.00	\$ -	0.00
98	RB - MCFLS Payment Expense	\$ 1,056,468	\$ 1,056,467	100.00	\$ 1	0.00
99	RB - MCFLS Reserve	\$ 48,144	\$ -	0.00	\$ 48,144	100.00
100	ILS Migration Reserve	\$ 42,000	\$ -	0.00	\$ 42,000	100.00
101	Ecommerce Expense (31)	\$ 175,000	\$ 60,982	34.85	\$ 114,018	65.15
102	Total Special Expenditures	\$ 1,417,990	\$ 1,163,827	82.08	\$ 254,163	17.92
103						
104	Total Expenditures	\$ 4,763,337	\$ 2,458,374	51.61	\$ 2,304,963	48.39
105						
106	Revenue/Expenditures +/-		\$ 1,005,808			

RESOLUTION OF APPRECIATION

Nik Kovac is leaving the Board of Trustees of the Milwaukee County Federated Library System (MCFLS) after nearly ten years of dedicated and exemplary service; and

WHEREAS, Nik Kovac served with distinction as a Board Trustee since August, 2012 having served as Treasurer since May, 2013; and

WHEREAS, Nik Kovac brought a unique perspective to the MCFLS Board, simultaneously serving as a member of the Milwaukee Public Library Board of Trustees and also as a City of Milwaukee Alderman; and

WHEREAS, Nik Kovac assisted in the development and implementation of numerous MCFLS Strategic Plans and has lent his expertise to the System on numerous occasions; and

WHEREAS, Nik Kovac contributed to the successful Resource Library Agreement, and Member Agreement processes; and

WHEREAS, Nik Kovac 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

WHEREAS, all who have known and worked with him will miss Nik Kovac and the service he has provided; now therefore,

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

FURTHERMORE, BE IT RESOLVED, that a copy of this resolution be presented to Nik Kovac and that a copy be printed as an attachment to the agenda of the regular meeting of the MCFLS Board of Trustees held May 16, 2022.



Effective Date:

This privacy policy ("Privacy Policy") describes how Milwaukee County Federated Library System ("System," "we," "our" or "us") uses the information that we process in connection with your use of use of this website and any other website we operate that links to this Privacy Policy (collectively, our "Sites"), and all other products or services available through our Sites (collectively, our "Service").

Please read this Privacy Policy carefully to better understand how we collect, use, and disclose information about you as you use our Service. Any changes to this Privacy Policy will appear on this page, so we encourage you to review it periodically. Many of our member libraries also have their own privacy policies, and we recommend visiting their websites to obtain more information specific to their environments.

INFORMATION WE COLLECT.

The types of information we may collect includes, but is not limited to the following:

- Name;
- Email address;
- Address;
- Phone number

1. INFORMATION COLLECTED DIRECTLY FROM YOU.

We collect information that you provide to us directly when you:

- Contact us to ask a question or otherwise communicate with us;
- Create an account through one of our Services;
- Participate in a promotion or survey;
- Request customer service including correspondence through our sites, and any correspondence sent to us;
- Post a review or comment on one of our sites, or post other user-generated content on one of our sites or Services;
- Apply for a job; or
- Sign up to receive announcements, newsletters, or other promotional materials.

2. INFORMATION COLLECTED AUTOMATICALLY.

Certain information on our Service is collected automatically by means of various software tools. We have a legitimate interest in using such information to assist in systems administration, information security and abuse prevention, to track user trends, and to analyze the effectiveness of our Service.

(a) Log Files.

Log files refer to the information that is automatically sent by your web browser or device (or otherwise automatically collected) each time you view or interact with our online Service. The information inside the log files may include IP addresses, type of browser, internet service provider, date/time stamp, referring/exit pages, clicked pages and any other information your browser may send to us.

(b) Device and Online Usage.

We may collect information about your computer, browser, mobile or other device that you use to access our Service. We may use cookies, pixels, log files and other techniques to collect such information, including IP address, time zone, device identifiers and other unique identifiers, browser type, browser language, operating system name and version, device name and model, version, referring and exit pages, dates and times of Service access, links clicked, features uses, crash reports and session identification information.

(c) Location Information.

When you use our Service on your mobile phone or device, we may collect information on your physical location through satellite, cell phone tower, Wi-Fi signal, beacons, Bluetooth, and near field communication protocols. For example, when you opt-in to allow us to collect this information, it may allow us to recognize the location of your mobile device and direct you to the nearest location.

(d) Cookies.

We use cookies to make interactions with our Service easy and meaningful. When you visit our Service, our servers may send a cookie to your computer. We may use cookies that are session-based or persistent. Session cookies exist only during one session. They disappear from your computer when you close your browser software or turn off your computer. Persistent cookies remain on your computer after you close your browser or turn off your computer. We use cookies that enable you to navigate our Service and use its features, such as accessing secure areas of our Service. Because required cookies are essential to operate our Service, there is no option to opt out of these cookies. We use cookies to provide features and services such as:

- Remembering your preferences and allowing you to enter your information less frequently;
- Measuring the effectiveness of our sites, services, and content;
- Providing other services and features that are only available through the use of cookies;

The Options/Settings section of most internet browsers will tell you how to manage cookies and other technologies that may be transferred to your device, including how to disable such technologies. You can disable our cookies or all cookies through your browser settings, but please note that disabling cookies may impact some of our Service features and prevent the Service from operating properly.

We may use or engage a third party that uses Local Stored Objects (LSOs), sometimes referred to as "Flash Cookies," and other technologies to collect and store information about your use of our Service. A flash cookie is a small data file placed on your device using Adobe Flash technology. Flash cookies are different from the cookies described above because cookie management tools provided in your browser will not remove them. To limit the websites that can store information in flash cookies on your device, you must visit the Adobe website:

http://www.macromedia.com/support/documentation/en/flashplayer/help/settings_manager07.html

(e) Do Not Track Signals.

We do not currently respond or take any action with respect to web browser "do not track" signals or other mechanisms that provide consumers the ability to exercise choice regarding the collection of information about an individual consumer's online activities over time and across third-party websites or online services.

(f) Analytics Services.

We may use certain third-party analytics services to improve the functionality, features, or delivery of our Service. We may also use these analytics services to record mouse clicks, mouse movements, scrolling activity, as well as any text that you type into our Service. For example, we use Google Analytics on our Service to track user trends and usage. For more information on Google Analytics' processing of your information as it relates to our Service, please see <http://www.google.com/policies/privacy/partners/>. By using a [browser plugin](#) provided by Google, you can opt out of Google Analytics.

(g) Web Beacons and Similar Tracking Technologies.

When you visit our Service, we may collect your IP address for certain purposes such as, for example, to monitor the regions from which you navigate our Service. We may also use web beacons alone or in conjunction with cookies to compile information about your usage of our Service and interaction with emails from us. Web beacons are clear electronic images that can recognize certain types of information on your computer, such as cookies, when you viewed a particular site tied to the web beacon. We may use web beacons to operate and improve our Service.

(h) Information We Collect From Other Sources.

We may collect information about you that is publicly available. For example, we may collect information you submit to a blog, chat room, or social network. We may also collect information from other companies, organizations, or third-party partners.

3. HOW WE USE YOUR INFORMATION.

If you submit or we collect Information through our Service, then such Information may be used to:

- Provide, analyze, administer, improve, and personalize the Service;
- Provide you with the Service and any information;
- Contact you in connection with the Service, notifications, events, programs, or offerings;
- Send you updates and promotional materials;
- Protect our rights or our property and to ensure the technical functionality and security of the Service; and
- Comply with applicable law, assist law enforcement, and respond to regulatory or other legal inquiries.

4. HOW WE SHARE OR DISCLOSE YOUR INFORMATION.

(a) Our Third-Party Service Providers.

We transfer information to our third-party service providers to perform tasks on our behalf and to assist us in providing our Service. For example, we may share your information with service providers who assist us in performing core functions (such as hosting, data storage, and security) related to our operation of the Service and/or by making certain interactive tools available to you as a user. We also use third parties for technical and customer support, application development, tracking and reporting functions, quality assurance, and other services. In the performance of our Service, we may share information from or about you with these third parties so that we can deliver the highest quality user experience.

(b) Aggregated or Deidentified Information.

To better serve our users and to improve our Service, we may conduct research on user demographics, interests and behavior or engage in other activities based on identifiable personal information and/or information that we

aggregate or de-identify. Aggregated or de-identified information is not considered personal information and does not identify a user personally. We may share this aggregated or de-identified information with our affiliates, agents, and/or other third parties.

(c) With Your Consent.

At your direction or request, or when you otherwise consent, we may share your information.

(d) Other Disclosures.

We may disclose information about you if we have a good faith belief that disclosure of such information is helpful or reasonably necessary to: (i) comply with any applicable law, regulation, legal process, or governmental request; (ii) detect, prevent, or otherwise address fraud or security issues; or (iii) protect against harm to the rights, property or safety of us, our users, or the public.

5. RETENTION.

We reserve the right to retain any information as long as it is needed to: (i) fulfill the purposes for which we collected the information, and (ii) comply with applicable law.

6. DATA SECURITY.

We take the protection of your information seriously and take reasonable and appropriate physical, administrative, and technical measures to protect the information collected through our Site. While we implement commercially reasonable security measures to protect your privacy, please keep in mind that the Internet is not a 100% secure medium for communication, and we cannot guarantee that the information collected about you will always remain private when using our Site and/or Services. As a result, while we strive to protect your personal information, we cannot guarantee the security of any information you transmit to us, and you do so at your own risk.

7. CHILDREN'S PRIVACY.

The Children's Online Privacy Protection Act (COPPA) regulates online collection of information from children under the age of 13. Children under the age of 13 are generally not allowed to use our Services without a parent's or guardian's permission, especially when personal information may be automatically collected. We may partner with third-party services to provide educational content for children. Parents and guardians should review those services' privacy policies before permitting their children to use them. We may also produce and use photography showing library events for promotional purposes that may show groups of participants, including children. Individuals will never be singled out without parental or guardian permission.

8. LINKS TO OTHER SITES.

Our Site may include links to other third-party websites as a convenience to you. If you click on one of those links you will be taken to websites we do not control, and this Privacy Policy does not apply to those third-party websites. The inclusion of any link does not imply our endorsement of any other company, its site(s), or its product(s) and/or service(s). We are not responsible for the privacy practices or content of any other site.

9. LOCATION-BASED SERVICES.

Where you have opted in to sharing your location information, we may use various technologies to collect your information as described in this Privacy Policy to provide you with location-based services and content, including

for marketing purposes. You can opt-out from further allowing us to access your location data, by adjusting the permissions in your mobile device.

10. SOCIAL MEDIA AND PLUG-INS.

Our online services may use social media plug-ins (e.g., the Facebook "Like" button, "Share to Twitter" button) to enable you to easily interact with certain social media websites (e.g., Facebook, Twitter, Instagram) and share information with others. When you visit our online services, the operators of the available social media plugins can place a cookie on your device enabling such operators to recognize individuals who have previously visited our online services. If you are logged into these social media websites while visiting our online services, the social media plugins allow the relevant social media websites to receive information that you have visited our online services or other information. The social media plugins also allow the applicable social media websites to share information about your activities on our online services with other users of the social media website. For example, Facebook Social Plugins allow Facebook to show your "Likes" and comments on our online services to your Facebook friends. Facebook Social Plugins also allow you to see your friends' Facebook activity on our online services. We do not control any of the content from the social media plugins. We may also interact with you on social media platforms. If you contact us on one of our social media platforms, request services, or otherwise communicate directly with us on social media, we may contact you to interact with you. For more information about social media advertising and social media plugins from other social media websites, please refer to those websites' privacy and data sharing statements.

INTERNATIONAL TRANSFER OF INFORMATION COLLECTED

Information we collect from you will be stored and processed in the United States. If you provide us information, it will be transferred to, processed, and accessed in the United States. This Privacy Policy shall apply even if we transfer personal data from non-United States countries to other countries.

YOU CONSENT TO ANY AND ALL INFORMATION YOU PROVIDE AND SUBMIT VIA THE SITE BEING SENT TO THE UNITED STATES OF AMERICA.

11. CHANGES TO THIS PRIVACY POLICY.

As our organization changes over time, this Privacy Policy may change as well. We reserve the right to amend the Privacy Policy at any time, for any reason, without notice to you, other than the posting of the amended Privacy Policy on our Service. We will provide you notice of material changes by indicating that the Privacy Policy has been updated on our homepage and will indicate the date we made the update above. Your continued use of any of the Services after the changes have been made will constitute your acceptance of the changes. Please therefore make sure you read any such notice carefully. If you do not wish to continue using the Services under the new version of the policy, please cease using the Services.

12. CONTACTING US.

If you have any questions about this Privacy Policy, please contact us:

- By email: helpdesk@mcfls.org
- By visiting our website: <https://www.mcfls.org>
- By phone number: 414-286-3210

- By mail: 709 N 8th Street, Milwaukee, WI 53233

DRAFT

**MILWAUKEE COUNTY FEDERATED LIBRARY SYSTEM
BOARD OF TRUSTEES**

MCFLS BYLAWS

April 25, 2022

Article I - IDENTIFICATION

Section 1 - Name

The name of this organization shall be the Milwaukee County Federated Library System (MCFLS), hereinafter called the System, located in Milwaukee County, Wisconsin, existing by virtue of the provisions of Chapter 43 of the Wisconsin Statutes and exercising the powers and authority and assuming the responsibilities delegated to it under said statute. All meetings of both the regular Board of Trustees and the committees shall be held in accordance with Section 19.81 of the Wisconsin Statutes (Open Meetings Law).

Section 2 - Purpose

The mission of the Milwaukee County Federated Library System is to provide collaborative leadership, advocacy, and support for high-quality resources and services to empower the capabilities and capacities of member libraries to deliver responsive and innovative library services to all residents of Milwaukee County.

Section 3 - System Membership

Any legally established public library may become a member of the System upon official request by the institution's Board of Trustees, within the constraints prescribed by appropriate sections of the Wisconsin Statutes, provided the institution agrees to abide by the policies and requirements of the System Board of Trustees.

Article II - BOARD OF TRUSTEES

Section 1 - Powers of the System Board

The System Board, hereinafter called the Board, shall have the power to enter into contracts, lease or purchase or receive personal property and equipment, invest any inactive funds or endowments, accept gifts and bequests, retain personnel, and establish policies governing their employment and remuneration, establish policies and plans for the effective delivery and implementation of library services, and any and all other powers granted under the Wisconsin Statutes.

Section 2 - Number and Qualifications

The System shall be governed by a board of trustees consisting of seven members duly appointed by the Milwaukee County Executive. One Board member shall be a member of the board of trustees of the System Resource Library at the time of his/her appointment. Two members shall be members of the boards of trustees of other System member libraries at the time of their appointments. One member shall be a member of the Milwaukee County Board of Supervisors. The balance of the System Board shall be members at large, and all shall be residents of Milwaukee County.

Section 3 - Term of Office

All members shall serve a term of three consecutive years and are eligible for reappointment. Each shall serve until a replacement is named. Each term shall begin on January 1.

Section 4 - System Board Appointments

It shall be the duty of the System Director to notify the County Executive when a vacancy on the Board occurs. It is the responsibility of the County Executive to then appoint a new Board member, pending approval by the County Board. Member libraries shall be notified when said vacancies occur.

Section 5 - Remuneration

All Trustees shall serve without pay, but they may be reimbursed for any and all reasonable expenses incurred in the interest of the System, including membership dues in library associations, travel, conference attendance and necessary publications, when so authorized by majority approval of the Board.

Article III – EXECUTIVE COMMITTEE

Section 1 – Executive Committee Officers

The officers comprising the Executive Committee shall be the President, Vice President and Treasurer. The System Director shall act as Secretary of the Board and serves at the pleasure of the Board.

Section 2 - Nominating Committee

A nominating committee shall be appointed by the President at the October meeting of the Board. The Committee shall present a slate of officers at the November meeting. Additional nominations may be made from the floor.

Section 3 - Election of Executive Committee Officers

Officers shall be elected at the November meeting of the Board. Vacancies in office shall be filled by vote at the next regular meeting of the Board after the vacancy occurs.

Each officer shall serve a term of one year beginning with the January meeting. The President shall serve no more than two consecutive years unless approved by a majority vote from the Board for continuance. All other Executive Committee positions shall have a four-year term limit.

Section 4 – Vacancies on Executive Committee

Vacancies on the Executive Committee shall be filled by action of the President, subject to approval by the board at its next regularly scheduled meeting.

Section 5 - Duties of Executive Committee Officers

A. President. The President shall preside at all Board meetings, call special meetings, develop all Board meeting agendas with the assistance of the System Director, sign all contracts and other legal documents of the System, serve as an ex officio member of all standing and special committees of the Board, and possess all powers necessary and proper under the Wisconsin Statutes to fulfill the responsibilities of the System. He/she shall appoint chairpersons and members to all standing and special committees of the Board.

B. Vice President. In the absence or temporary disablement of the President, the Vice President shall assume all the powers and authority of the President.

C. Secretary. The System Director shall be the Secretary and will be responsible for preparation of all minutes, arrangements and announcement of all Board and Board committee meetings, sign all contracts and legal documents of the Board. He/she shall possess no vote.

D. Treasurer. The Treasurer shall be the disbursing officer of the Board, authorize the cosigning of all checks drawn from all accounts, review and sign all vouchers for disbursement from System funds and perform any duties as generally are identified with the office. The Treasurer shall serve as chair of the Finance and Personnel Committee.

Article IV - MEETINGS OF THE BOARD OF TRUSTEES

Section 1 - Regular Meetings

The regular meetings shall be held each month, the date and hour to be set for the following calendar year at the November meeting. Meetings may be rescheduled by majority assent of the Board.

Section 2 - Special Meetings

The President or a majority of the Board may schedule a special meeting at any time, provided due notice is given to all members of the Board.

Section 3 - Budget Hearing

The Board shall conduct an annual public hearing prior to the adoption of its budget for the purpose of gaining public comment.

Section 4 - Quorum

A quorum shall consist of a majority of the appointed Trustees, and each shall have one vote. A quorum must be present for business to be transacted

Section 5 - Parliamentary Authority

Roberts Rules of Order Newly Revised in its latest edition shall govern the parliamentary procedure of the meetings, unless the procedure is specifically contradicted by any section(s) of these bylaws, or unless such procedure is suspended by a vote of the majority of Board members present at such meeting.

Section 6 - Attendance at Meetings

Board members may attend any meeting of the Board or a committee. Board members who are unable to participate in person at a meeting may attend such meetings by telephone or video conference. The System Director shall select the conferencing equipment to be used. The equipment selected shall be such that Board members are able to hear all participants at the meeting and be able to verbally communicate with all those present at the meeting.

Section 7 – Unexcused Absences

The President shall notify the office of the Milwaukee County Executive if any Board member accumulates three consecutive unexcused absences.

Article V - COMMITTEES

Section 1 - Executive Committee

The Executive Committee shall consist of President, Vice President and Treasurer and have the authority to act for the Board in emergency situations between regular meetings. Their actions will be reported at the next regular meeting.

Section 2 - Standing Committees

The following are standing committees of the Board. Members will be appointed by the Board President. The Board Treasurer shall be appointed to the Finance and Personnel Committee and be appointed that committee's chair.

A. Finance and Personnel Committee. The Finance and Personnel Committee shall be composed of at least three members of the Board and the System Director. The functions of the Committee will be as follows:

1. Prepare and recommend to the Board the final draft of the System budget.
2. Monitor System expenditures, including the annual audit of accounts.
3. Direct the negotiation and recommend to the Board all System contracts, including the MCFLS Member Agreement.
4. Coordinate the annual evaluation of the System Director.
5. Review and recommend to the Board the adoption of System personnel policies.

B. Legislative and System Services Committee. The Legislative and System Services Committee shall be composed of at least three members of the Board and the System Director. The committee chair will be appointed by the Board President. The functions of the Committee will be as follows:

1. Review and recommend to the Board policies and proposed actions regarding the System service program.
2. Review and recommend to the Board the System legislative policies.
3. Revise and recommend to the Board the adoption of System Bylaws.

C. Library Directors Advisory Council (LDAC). The Library Directors Advisory Council shall be composed of the System Director, the directors of each of the member libraries or their designees, and one additional representative of the System resource library. The chair of LDAC will be chosen by the Council and make regular reports to the Board on activities taking place at the LDAC meetings. LDAC will meet monthly to discuss technical issues and review plans, policies and financial recommendations, projects and proposals that may be under consideration by the Board and advance recommendations to the Board on such matters.

Section 3 - Special or Ad Hoc Committees

Ad hoc committees created for the study of special problems will be appointed by the President with approval of the Board. They will serve until the final report of their work is accepted by the full Board. The appointees to ad hoc committees may include trustees from member libraries, directors and/or staff of member libraries and System staff, in addition to Board members.

Section 4 - Committee Meetings

A quorum must be present for business to be transacted. Discussion may begin prior to a quorum present. However, all votes will be taken with a quorum present.

Section 5 - Reporting

All committees shall be scheduled to report at each regular meeting of the Board.

Section 6 - Powers

No committee, apart from the Executive Committee, will have other than advisory powers, unless it is granted specific authority by action of the Board.

Article VI - FINANCE & AUDIT

Section 1 - Fiscal Control

The Board shall have all powers over its budget and finances as may be allowed by Wisconsin Statutes and may delegate authority for the administration of its funds as it deems appropriate and beneficial to facilitate the mission of the System and its plans of service.

Section 2 - Annual Audit

Every three years, the Board shall select an independent auditor for a term of three years to review the previous year's expenditures, receive said audit and take such action as it deems appropriate based upon the recommendations of the auditor.

Article VII - DUTIES OF TRUSTEES

Section 1 - Policymaking

Trustees shall determine the policies of the system and develop the highest possible degree of operating efficiency in the System.

Section 2 - Hiring and annual appraisal of the System Director.

The Board of Trustees shall select and appoint a competent System Director who shall be responsible for the selection, hiring, and supervision of all other staff. An evaluation of the System Director shall be overseen by the Finance and Personnel committee each year.

Section 3 - Budget

Trustees shall advise in the preparation of the budget, approve it, and monitor it to make sure that adequate funds are provided to finance the approved budget. The Board shall have the authority to revise the budget, if necessary, to reflect current fiscal conditions.

Section 4 - Legislation

Trustees shall study and support legislation that will bring about the greatest good to the greatest number of library users.

Section 5 - Public Relations

Trustees shall cooperate with other public officials and boards and maintain vital public relations.

Article VIII - SYSTEM DIRECTOR

Section 1 - Qualifications

The Board shall appoint a System Director possessing the qualifications required by the Wisconsin Statutes and regulations promulgated by the Division for Libraries and Technology (DLT).

Section 2 - Responsibilities

The responsibilities of the System Director shall be to serve as Secretary to the Board, assist the President in the development of meeting agendas, and develop the budget and strategic plans of service for consideration by the Board. With the review and comment of the Board, The System Director shall be responsible to recruit, hire, develop and/or discharge personnel; pay all bills; and perform any and all duties which may be delegated by the Board to implement the mission of the System or advance the goals of the Board.

Article IX – RELATION TO LOCAL BOARDS

Section 1 – Federated System

The System is established upon approval of the system plan by the Boards of Supervisors of Milwaukee County. It is organized by written agreements for system services between the governing body of the county and those municipalities that provide library services to their residents.

Section 2 – Local Control

Member library boards retain exclusive control of the financial and policy activities of their own libraries. The Board shall require statistical and financial reports as the Division for Libraries and Technology or the Board may reasonably require. It may also set such requirements, as it deems necessary for the expenditure of system funds.

Article X - GENERAL

Section 1 - Board Approval of Action

An affirmative vote of the majority of all members of the Board present at the time shall be necessary to approve any action before the Board. The President may vote upon and may move or second any proposal before the Board.

Section 2 – Suspension of Rules

Any rule or resolution of the Board, whether contained in these bylaws or otherwise, may be suspended temporarily in connection with business at hand, but such suspension, to be valid, may be taken only at a meeting at which two-thirds of the members of the Board shall be present and two-thirds of those present shall so approve.

Section 3 - Bylaws Amendment

The Board may amend these Bylaws by majority vote at any meeting of the full Board upon advance notice to members and to the presidents of boards of the member libraries.

Section 4 - Indemnification

If any claim or action not covered by insurance or state statute is instituted against any member of the System Board of Trustees arising out of an act or omission by any Trustee acting in good faith for a purpose considered to be in the best interest of the System, or if any claim or action not covered by insurance or state statute is instituted against an officer or employee of the System allegedly arising out of an act or omission occurring within the scope of his/her duties as such an officer or employee, the System shall, at the request of the Trustee, officer or employee:

- A. Appear and defend against the claim or action.
- B. Pay or indemnify the Trustee, officer or employee for a judgment and court costs, based on such claim or action; and
- C. Pay or indemnify the Trustee, officer or employee for a compromise or settlement of such claim or action, providing the settlement is approved by the Board of Trustees.

The decision as to whether the System shall retain its own attorney or reimburse the Trustee, officer or employee expenses for their own legal counsel shall rest with the Board of Trustees and shall be determined by the nature of the claim or action.

For the purpose of this article, the terms "Trustee," "officer," or "employee" shall include former Trustees, officers, and employees of the System. This article shall not apply if the Board of Trustees finds that the claim or action is based on malicious, willful, or criminal conduct. In such case, indemnification will be determined after an investigation of the facts.

Approved by the MCFLS Board of Trustees on December 19, 1994.

Revised by the MCFLS Board of Trustees on December 18, 1995.

Revised by the MCFLS Board of Trustees of February 15, 1997.

Revised by the MCFLS Board of Trustees on November 28, 2005.

Revised by the MCFLS Board of Trustees on April 25, 2022.

MILWAUKEE COUNTY FEDERATED LIBRARY SYSTEM

Marketing Update - May 2022

Level Up Learning Campaign

- Bus shelters & interior cards ran through February (some a little longer)
- WHAD enewsletter ads and on-air sponsorship mentions, runs March – May
- Social media posts and ads running
 - To date ad reach: 57,332
 - To date clicks: 1,354
- 2 versions of posters have been sent to all the libraries

Brainfuse campaign (10 of our libraries offer Brainfuse)

- Social Media posts & ads
- We will get some print pieces directly from Brainfuse, also will do some of our own
- Putting a packet of materials together for libraries to use
- Allocating \$500 to each library to do their own advertising in their community
- Building a new page on the MCFLS website so there will be one central link to send people to (much easier for marketing purposes)
- Additional marketing-focused newsletters going out to those libraries, giving them ideas and access to resources for developing Brainfuse awareness with patrons

Advocacy Newsletter

- First one sent out May 10th
- Going to local / regional and state government / legislative people to help keep libraries in the forefront more than before
- Showing stories of things our libraries are doing that focus on community outreach, inclusion, special services, literacy, etc.

Spanish Translation Work

- The card renewal info & forms online now have Spanish alongside the English
- More areas will be worked on moving forward

Card Expiring Notifications

- Now automated through Patron Point. Notifications go out 30 days before a person's card expires, 7 days before, and 7 days after. These are also available in Spanish.

Marketing Asset Library

- Now available to all member libraries – files for websites, newsletters, social media posts.
- Includes:
 - photography
 - logos
 - Social media posts written, with images, ready to post
 - Links to photography sites and online design services
 - Links to other resources offered by services we subscribe to (Gale Courses, Udemy, etc)

Fun Highlight

- A social media post about the Library of Things (specifically attraction passes) went a little viral, with an organic reach (not paid for) of 33,740; 5,500 engagements; and 316 shares.



MCFLS Member News

Serving the public libraries of Milwaukee County with resources and collaborations that enhance and strengthen our communities.

Oak Creek Public Library Receives Grant for STEM Kits



The Oak Creek Public Library recently received the "Science Kits For Public Libraries" grant from the Institute of Electrical and Electronics Engineers. This grant will be used to fund the library's new STEM Explorer Kit Collection. We believe by making these learning tools more accessible, our patrons will be encouraged to explore & experiment with STEM like never before.

[Read More](#)

QUICK READS



Milwaukee & Shorewood Public Libraries participate in city's "Earn & Learn" program for teens / young adults.

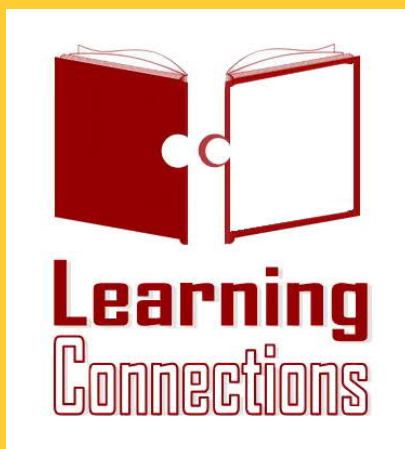


Seed libraries in Milwaukee County help families grow food, teach kids about gardening.



Oak Creek library unveils new Sikh Collection of books, largest such collection in the state.

St. Francis Public Library Renewing Literacy Program



The St. Francis Library is offering literacy and ELL (English Language Learning) services through a one-on-one assistance program called "Learning Connections." This program offers free assistance to any adult learner who needs help with reading, writing, English language learning, conversation skills, filling out basic forms, and more.

Trained volunteers will be available for individual learning sessions as schedules allow. The program is sponsored by the St. Francis Public Library, with assistance from Wisconsin Literacy.

“

To ask why we need libraries at all, when there is so much information available elsewhere, is about as sensible as asking if roadmaps are necessary now that there are so very many roads.

Jon Bing

”

Connect with us



[Click here to unsubscribe](#)

Milwaukee County Federated Library System
709 N. 8th St. Milwaukee, WI 53233
[Phone: \(414\) 286-3210](tel:(414)286-3210)

Powered by  Patron Point

May 16th, 2022

April/May 2022 Director's Report

Summary of activities

DPI and Grant Activities

- MCFLS has assisted member libraries in procuring quotes from Lemberg Electric for both electrical and Ethernet wiring installation to allow the ARPA materials lockers to work correctly. Some of the participating libraries are using their own sources for this work, but we feel that the quotes from Lemberg were competitive and should offer some cost savings.
- I participated in some discussions regarding possible grants for a statewide library staff wage study and cooperative cataloging of materials. The wage study is incredibly important because it would lend assistance to municipalities and library boards in determining wages and competencies for directors and other staff. The sustainability of librarianship within the state long term would benefit.

Business Manager Position

- Judy and I reviewed the position description for Business Manager/Personnel Assistant and updated the description and duties to reflect current practice.
- The job announcement was posted to Indeed.com, library listserv addresses and the WLA jobs site on May 9th and will close on May 20th if we determine that we have enough viable candidates to interview. Our interview team will include representatives from West Allis, Wauwatosa and MPL.
- Our team will meet the week of May 23rd to vet candidates and set up interviews in June. Ideally our candidate will start the week of July 18th and receive training from Judy for several weeks. Judy will take vacation days starting August 1st but has agreed to be on call during this time.

ILS Review Activities

- The ILS Review team is concluding its work, having met several times in the last few weeks to discuss pros and cons of both Sirsi-Dynix Symphony and Innovative Sierra. The team is currently submitting our final scores and will have a recommendation for the LDAC to review in June. The recommendation will include both qualitative and quantitative data to help the LDAC and Board make an informed decision.
- I have had productive discussions with Innovative on their pricing proposals and feel that both options will provide members with cost savings as well as several improvements to our current services including unlimited SIP2 licenses (currently \$2,800/license) and cloud hosting of our ILS service.

Upcoming Activities

1. I will be working with members on the InfoPass project to get implementation in place mid-year.
2. Guiding libraries through implementation of the ARPA materials lockers project.