

**Minutes of the Franklin Public Library Board
Board of Trustees
April 23, 2012**

The regularly scheduled meeting of the Franklin Library Board of Trustees was held April 23, 2012 in the Sievert Room, 9151 West Loomis Road, Franklin, WI 53132. The meeting was called to order by Vice President, Dennis McKnight at 6:02pm.

Present: Dennis McKnight, Karen Wesener, Diane Oleson, Tom Loew, Mike Karolewicz, Bonnie Martins, Alderman Doug Schmidt and Library Director, Barbara Roark. **Excused:** Dave Adam and Dr. Steve Patz. **Guest:** Scott Thinnies.

Public Comment: None

Approval of Minutes from March 26, 2011: T. Loew moved to amend the minutes regarding payment of invoices to read \$13,743.50. Seconded by D. Schmidt. Motion carried.

Report from D. McKnight- Scott Thinnies was introduced and explained the options regarding repair of the front steps of Library which are cracked and chipped along edges due primarily to skate boarders. Scott explained the installation of aluminum pads as well as patching these areas. It was determined that DPW would be contacted to patch the steps. DPW would also look into patching the flashing on an area above the front door which has been hit by lightning.

Scott and B. Roark also presented the blue print of a revised floor plan of the library which addresses the suggestions of the Strategic Planning Committee. Discussion was held regarding the various options. It was decided to present the blue print and suggestions at the Anniversary Gala on April 28th for additional input.

Committee Reports

Finance Committee: Motion made by T. Loew to approve the payment of \$16,175.96 for invoices and vouchers. B. Martins seconded. Motion carried. T. Lowe made motion to pay the Comprise Technologies invoice of \$2,401 for the Smart Access Manager for software/hardware system from the fines account. Seconded by M. Karolewicz. Motion carried.

Report from Alderman D. Schmidt on City matter: Nothing new at this time.

New Business:

Board Member Appointments: T. Loew and M. Karolewicz have agreed to serve again at the pleasure of the Mayor.

Staff Appreciation: K. Wesener made motion to appropriate \$250 for the week long staff appreciation event. D. Oleson seconded. Motion carried.

Volunteer Breakfast: This event has been held in spring/fall but the matter was tabled due to the Anniversary Gala.

Kitchen Use Policy: B. Roark, D. Oleson and K. Wesener have agreed to draft a "Kitchen Use Policy".

Building and Grounds Committee: D. McKnight reported they are waiting on security bids and have tabled it.

Personnel Committee: B. Martins reported that she has not received any additions or corrections to the job descriptions. B. Roark and D. Schmidt will meet to give final review of these documents.

Friends of the Library: A \$10,000 contribution has been promised to the Library (\$5,000 for technology and \$5,000 for materials for primarily the adult section of the library).

Foundation Report: D. McKnight reported that 97 tickets have been purchased for the Anniversary Gala.

President's Report: D. Adam excused therefore, no report.

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Director's Report: Library Director B. Roark reported that circulation is up. Her activities for the month included her attendance at several committee meetings and programs as well as working tirelessly on the Anniversary Gala event. Upcoming events include among several others the following programs, Staci Joers, E-Books, Historical Society "Oregon Trail", Remarkable Homes of Wisconsin and Family Night.

Next Meeting Date: Tuesday, May 22, 2012

Adjournment: K. Wesener moved to adjourn. D. Schmidt seconded. The motion carried.