

**Minutes of the Franklin Public Library Board  
August 29, 2011**

The regularly scheduled meeting of the Franklin Library Board of Trustees was held August 29, 2011 in the Sievert Room, 9151 West Loomis Road, Franklin, WI 53132. The meeting was called to order by President Dave Adam at 6:02 pm.

**Present:** Dave Adam, Karen Wesener, Diane Oleson, Tom Loew, Mike Karolewicz, Bonnie Martins, Dennis McKnight and Library Director, Barbara Roark. Alderman D. Schmidt and Steve Patz excused.

**Public Comment:** None

**Approval of the Minutes from July 25, 2011:** T. Loew moved to approve the minutes, D. McKnight seconded. Motion carried.

**Committee Reports**

**Finance Committee:** T. Loew moved for approval of \$9,359.20 for August, 2011 vouchers. D. McKnight seconded. Motion carried. The Finance Committee met on August 17, 2011 to discuss proposed 2012 budget. Committee recommendations attached. Budget will be sent to Cal Patterson for Mayoral review before going to Council. Motion made for budget approval by D. Adams and seconded by T. Loew. Motion carried. A request was made for approval of payment for the invoice from Evanced Solutions, LLC to be paid from subscription account. This is for the internet scheduling of the meeting rooms and is usually paid for by the Foundation. Motion made by D. McKnight and seconded by B. Martins. Motion carried.

**Report of Strategic Planning Operational Assessment Committee:** A copy of the intended library survey was provided and also an on-line presentation of the "Survey Monkey" was explained by M. Karolewicz. Slight changes were suggested to make the on-line survey and paper copies as similar as possible. Survey will go out with the City newsletter and the results will be made available after January 1, 2012 or as soon thereafter as possible.

**Building and Grounds Committee:** D. McKnight reported that the parking lot patching and striping has been done and looks good. The Building Committee met on July 26th to assess the carpet and microphone systems. The carpeting will be professionally cleaned and the condition reviewed again later. The library must comply with new wireless frequency requirements and made recommendations. Bob Tesch, building maintenance, has gotten bids for some types of repairs to the front steps, however, the consensus of the Board is that the steps need to be rebuilt and Bob will be asked to get bids for that job.

**Personnel Committee:** B. Martins to email a survey to Board members for feedback so she can process a new performance evaluation form for the Director's position. B. Roark distributed new organization charts with the names of the employees listed.

**Foundation Report:** D. McKnight reported that the Foundation will meet the following Wednesday and that the proposed tri-fold will be coming out.

**President's Report:** Discussion was held regarding the need for interim space planning and a committee appointed to do the work.

**Director's Report:** Library Director B. Roark demonstrated the Meeting Room software. She also explained the impact of the Act 10 and Act 32 and the new policies for the retirement system. She suggested that we may need a Program Ideas person and that it could possibly be done by changing a library assistant to a program assistant. She reported that City of Franklin Attorney Jesse Wesolowski has been asked to review the 2 year MCFLS agreement.

**Upcoming Events:** The annual Friends Book Sale will be held Sept 9-11. Author Margaret Peterson Haddix will visit on Sept 19th. Children's programs will begin on August 29th as well as other programs for adults throughout the month of September.

**Future Meeting Date:** September 26, 2011.

**Adjournment:** M. Karolewicz moved to adjourn. D. Oleson seconded. The motion carried. Meeting adjourned at 8:03pm.