

Minutes of the Franklin Public Library Board of Trustees Regular Meeting, held in the Franklin Public Library Sievert Conference Room, 9151 W. Loomis Rd. Franklin, WI on Monday, August 28, 2017

Meeting called to order by President, Mike Karolewicz at 6:02 p.m. Mike welcomed new Trustee Annie Vitas-Oklobdzija.

Roll Call: Present – Karen Wesener, Mike Karolewicz, Tom Loew, Bob Donohoo, Judy Mueller, Alderperson Kristen Wilhelm, Terry Berres, Annie Vitas-Oklobdzija. Excused – Judith Williams-Killackey. Others present – Jennifer Loeffel

Public Comment/Visitors: none

Correspondence: none

Approval of Minutes from regular meeting of July 24, 2017: Motion by Bob, second by Tom to approve minutes with 2 amendments. 1) **City Matters** – “has suggested that there will be” should be changed to “has suggested that there may be”. 2) Add the list of Committee appointments. Motion approved.

Approval of Minutes from special meeting of July 31, 2017: Motion by Bob, second by Terry to approve minutes with amendment to **New Business: 2018 Budget Update** – change “none” to “no action was taken.” Motion approved.

COMMITTEE REPORTS:

Finance – Motion by Tom, second by Bob to approve expenses in the amount of \$19,514.97. Motion approved. Discussion of flag replacement cost – need to look into past understanding that the American Legion Post would cover this cost. Motion by Bob, second by Terry to approve the Treasurer’s report. Motion approved.

City Matters – Per Kristen W., the Finance Committee met. The city is receiving fees from the landfill siting. Might be possible to have some of these funds come to the Library for improvements.

President – Final Committee appointments were announced: Finance: K. Wesener, T. Berres, T. Lowe. Building & Grounds: J. Mueller, K. Wilhelm, A. Vitas-Oklobdzija. Personnel: R. Donohoo, M. Karolewicz, J. Williams-Killackey. Motion by Tom, second by Bob to accept appointments as announced. Motion approved

Director – Attachment E. Need to check on an alarm for temperature in the server/phone room. Addition to Upcoming Events: September is Library card sign-up month.

Foundation – Harry Potter Trivia night raised approximately \$1400. The Foundation plans to continue having trivia events. The President of the Foundation is moving out of Franklin and has resigned. Dennis McKnight is looking for a replacement and welcomes suggestions.

Building and Grounds – Discussed creating a maintenance plan. Jennifer will contact Scott Thinnes for input.

Personnel – none

Strategic Plan & Capital Projects – Maintenance plan discussion

Other Business:

- **Window Treatments** – The film has been placed on the windows and is looking good.

New Business:

- **Election of Officers** – Mike Karolewicz was nominated for President, there were no other nominations. Karen Wesener was nominated for Vice President, there were no other nominations. Annie Vitas-Oklobdzija was nominated for Secretary, there were no other nominations. Terry Berres was nominated for Treasurer, there were no other nominations. Motion by Judy M., second by Bob to elect these individuals to the positions as stated. Motion approved.
- **Emailing of Board packet** – The packet will be emailed in the future. Hardcopies of materials will be available at the meeting.
- **2018 Budget Overview** – Attachment G was reviewed.

Next regular Trustee meeting is Monday, September 25, 2017, 6:00 p.m. in Sievert Room.

Volunteer Breakfast is September 9, 2017.

Motion by Kristen, second by Judy M. to adjourn the meeting. Motion approved. Adjourned at 7:59 p.m.