

**Franklin Public Library Board of Trustees Meeting Minutes  
December 18, 2006**

The regularly scheduled meeting of the Franklin Public Library Board of Trustees was held December 18, 2006 in the Fadrow Room 9151 W. Loomis Rd. Franklin, WI 53132. The meeting was called to order at 6:00pm by President Dennis McKnight.

**Present:** Dennis McKnight, Don York, Karen Wesener, Jackie Ignatowski, Shari Wass, Penny Woodcock, Alderman Tim Solomon and Library Director Barbara Roark. **Absent:** Pat Dallmann, Ed Devinger (both excused)

**Public Participation and Visitors:** Judy Roberts-President of the Friends of Franklin Public Library

**Minutes:** D. York made a motion to approve the minutes of November 27, 2006. T. Solomon seconded. The motion carried with J. Ignatowski abstaining.

**Circulation Report and Internet Usage:** B. Roark reported that the numbers are down slightly over November of 2005 but are still up for the year.

**Finance Committee:** S. Wass moved to approve vouchers in the amount of \$7,177.15 P. Woodcock seconded. The motion carried. The public copier lease is up February 2007. Discussion was held do we purchase, continue to lease that model, or upgrade our lease. B. Roark will get a proposal from Gordon Fleisch Leasing. It was decided we definitely do not want to purchase outright.

**Personnel Committee:** No report.

**Buildings and Grounds:** D. York reported we are still monitoring the panic hardware situation. Someone should be coming out this week to physically see what we need. A meeting will be scheduled with Maintenance (Bob Tesch) about having the city do the HVAC maintenance. This will be for 2007. The library staff and board need to think through the ramifications of permanently moving the stacks. The main concern is sight lines. Schedule for replacing furniture and carpet will be discussed in 2007.

**Foundation Report:** No Report

**President's Report:** D. McKnight appointed J. Ignatowski and P. Woodcock to the Nominating Committee. This will be P. Woodcock's last official act as a board member. D. McKnight then proceeded to present P. Woodcock with a plaque for all her years of service and dedication to the Franklin Public Library. She served on the library board for over 21 years besides that she was on the Friends and a founding member of the library foundation. At this time P. Woodcock talked about the possibility of the Northwestern Mutual Foundation funding some children's programs with the Milwaukee Ballet, Florentine Opera and the Milwaukee Symphony Orchestra and then an adult program for the library's 5<sup>th</sup> Anniversary.

**Director's Report:** B. Roark reported she helped with the City of Franklin tree lighting ceremony. This is always a fun event. She attended a CE program "Zapped Effective Policies for Public Internet Computers". These programs help her earn the credits she need for her library certification. She and P. Woodcock met with Northwestern Mutual regarding sponsorship of programs. She also met with the health department and Wheaton Franciscan and the Friends regarding the Active Women's series holiday program. Some upcoming events:

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December 20<sup>th</sup> Holiday Storytime “Winter Wonderland”  
December 21<sup>st</sup> Reading with Rover, Santa Storytime  
December 28<sup>th</sup> Reading with Rover  
January 4<sup>th</sup> Reading with Rover  
January 5<sup>th</sup> School Librarians Meeting  
Nursery Rhyme Time begins

## **New Business:**

**Computer Replacement Schedule:** As long as there is money in the library fund we can use it. We may want to earmark some of the extra funds from MCFLS (old reciprocal borrowing) for this.

**City of Franklin Non-Rep Employee Benefits and Pay Matrix:** T. Solomon wants to make sure everyone is informed of the changes being made to the health care/insurance for the City of Franklin employees. B. Roark reported that City of Franklin Human Resource Coordinator Dana Zahn presented those employees eligible with information.

**Meeting Room Policy:** The section on food was approved.

Food and beverage may only be consumed in these designated areas (the Fadrow Room(s) and the Children's Activity Room and the Reading Garden). Covered beverages may also be consumed in the tile areas. Only water may be served in the Sievert Conference room. EXCEPTIONS TO THIS POLICY MAY BE MADE BY THE LIBRARY DIRECTOR WITH PRIOR APPROVAL OF THE LIBRARY BOARD WHEN THE BUILDING IS HOSTING A MAJOR FUNDRAISING EVENT, THE SOLE PURPOSE OF WHICH IS TO FINANCIALLY BENEFIT THE LIBRARY, THE FRANKLIN PUBLIC LIBRARY FOUNDATION, OR THE FRIENDS OF THE FRANKLIN PUBLIC LIBRARY.

The section regarding political meetings needs to be sent to the City Attorney for his review.

**Next Meeting Date: January 22, 2007**

**Adjournment:** P. Woodcock made her final motion to adjourn. K. Wesener seconded. The motion carried and the meeting adjourned at 6:41pm.