

Franklin Public Library Board of Trustees
July 24, 2006 Minutes

The regularly scheduled meeting of the Franklin Public Library Board of Trustees was held July 24, 2006 in the Sievert Room, 9151 W. Loomis Road, Franklin, WI 53132. The meeting was called to order at 6:00pm by President Dennis McKnight.

Present: Dennis McKnight, Karen Wesener, Don York, Penny Woodcock, Jackie Ignatowski, Alderman Tim Solomon, Shari Wass, Pat Dallmann, Ed Devinger and Library Director Barbara Roark

Public Participation and Visitors: None

Minutes: S. Wass made a motion to approve the minutes of June 26, 2006. P. Woodcock seconded. The motion carried.

Circulation Report and Internet Usage: B. Roark reported that June 2006 was the library's best circulation month ever! July looks to go even higher! Internet usage also is on the rise.

Finance Committee: S. Wass moved to approve vouchers in the amount of \$4,056.28. P. Woodcock seconded. The motion carried. It was agreed that the Finance Committee would meet to prepare the 2007 budget in early August, the time & date to be determined.

Personnel Committee: J. Ignatowski requested the evaluations be brought to the library by August 8, 2006. They should be returned to the Circulation Desk in a sealed envelope with her name on it. The Personnel Committee will meet later in August.

Buildings and Grounds: Air conditioning was off for about a 1 ½ days due to the air handling unit being down. Now it is working. DPW will remove and replant the prairie grass in one of the City of Franklin parks (to be determined). They (DPW) will then reseed with grass. They can then mow up to the building. T. Solomon motioned to approve DPW's suggestion. S. Wass seconded. The motion carried.

Foundation Report: D. McKnight reported the Foundation will meet Wednesday July 26th.

President's Report: No report

Director's Report: B. Roark presented her monthly activity report. She said the Summer Reading program is winding down and this looks to be the best year ever with the most children registered and participating. She helped with the Christmas in July program. She worked on her annual report for the library board. Met with the Reference USA representative and attended Standard and Poor's Training. She will let MCFLS know that we are interested in hosting the Trustee Training scheduled for September 23, 2006. She said MCFLS will be scheduling a meeting for September 18th in the morning to start contract preparation. Some of the upcoming programs are: July 25th: Mystery Program for grades 4 and up, July 26th Summer Reading Finale, Foundation Meeting, July 27th Library Council Meeting, July 31st National Night Out held at the library. August 1st the Interfaith Art Show begins. August 3rd LDAC meeting at Hales Corners.

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New Business:

Bylaw Revisions: A few recommendations were made and the suggestions will be implemented. This will be on the agenda for next month.

Job Descriptions: Dana Zahn, City of Franklin Human Resources Coordinator gave her suggestions and they were implemented. It included adding a signature space for both job descriptions. T. Solomon suggested that each person sign again yearly. J. Ignatowski moved to approve the job descriptions as presented for the Youth Reference Librarian and Library Assistants. S. Wass seconded. The motion carried.

MCFLS Computer Equipment: There is a LDAC (Library Director's Advisory Council) meeting August 3, 2006 at Hales Corners Library. This will be brought up at that meeting. Franklin Public Library is in better shape than other libraries but it is not in the 2006 budget.

Panic Hardware on Fire Exit Doors: Foundation will pay for the changes to the doors leading to the patio. Alarms on one of the Children's Doors and the Fadrow Room doors are still not working. D. McKnight arranged to have them checked out for just parts and not the whole bar. It seems \$1,000.00 to repair is too high for this. Buildings and Grounds may work on this.

Sale of 3M Security Products: B. Roark hopes we could get up to 50% back on this. City Attorney J. Wesolowski said "The practice is to try to sell publicly owned used equipment in a fashion that will in some way reasonably assure that the price obtained is fair." P. Woodcock moved to authorize B. Roark to continue talks with other libraries to sell the equipment. S. Wass seconded. The motion carried.

Veteran's Memorial Outside on Library Property: Berm work has begun.

Meeting Room Policy Changes: Wording regarding, alcohol and gambling was submitted by City Clerk Sandi Wesolowski and reviewed. D. York moved to accept the changes as submitted. S. Wass seconded. The motion carried.

Next Meeting Date: August 28, 2006

Adjournment: S. Wass moved to adjourn. T. Solomon seconded. The motion carried with the meeting adjourning at 7:05 p.m.