

**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, July 24, 2017**

Meeting called to order by President, Mike Karolewicz at 6:01 p.m.

**Roll Call:** Present – Karen Wesener, Mike Karolewicz, Tom Loew, Judith Williams-Killackey, Bob Donohoo, Judy Mueller, Alderperson Kristen Wilhelm, Terry Berres. Others present – Rachel Muchin Young, Jennifer Loeffel

**Public Comment/Visitors:** none

**Correspondence:** none

**Approval of Minutes from regular meeting of June 26, 2017:** Motion by Bob, second by Tom to approve minutes. Motion approved.

**Approval of Minutes from special meeting of July 17, 2017:** Motion by Kristen, second by Judy M. to approve minutes with amendment to New Business: Director Search. Motion approved.

**COMMITTEE REPORTS:**

**Finance** – Motion by Judy K, second by Bob to approve expenses in the amount of \$13,610.63. Motion approved. There will be discussion with the city regarding who is responsible for expenses related to Building and Maintenance – the city or the Library. Motion by Bob, second by Judy K. to approve the Treasurer's report. Motion approved.

**City Matters** – Per Kristen W., the city Director of Finance and Treasurer has suggested that there may be an increase in the 2018 budget to cover the expected increase in payroll.

**President** – Committee appointments were announced. Finance: K. Wesener, T. Berres, T. Lowe. Building & Grounds: J. Mueller, K. Wilhelm. Personnel: R. Donohoo, M. Karolewicz, J. Williams-Killackey. Awaiting appointment of one more Trustee.

**Director** – Attachment E.

**Foundation** – Harry Potter Trivia night on August 4.

**Building and Grounds** – Following up with city regarding responsibility for building and maintenance costs.

**Personnel** – Beginning process for Director search.

**Strategic Plan & Capital Projects** – none

**Other Business:**

**Window Treatments** – Rachel presented two options – shades or film applied to windows. Motion by Bob, second by Judy K. to purchase the 50% blocking film for 21 windows on the north and west sides of the building at a cost of \$5635. Motion approved.

- **Continuation of Library Intern position** – This position has covered and will continue to cover the shortfall in staffing. Motion by Judy M. second by Bob to extend the current intern position to the end of 2017. Motion approved.

**New Business:**

- **Election of Officers** – Will be done at the August 2017 meeting.
- **Formation of Search Committee for Director position** – Members from the community, the Trustees and the Foundation will be included. Meetings will be held at the call of the President.
- **2018 Budget Overview** – Discussed the letter that is being sent to the Mayor regarding the budget.

**Next regular Trustee meeting is Monday, August 28, 2017, 6:00 p.m. in Sievert Room.**

**Volunteer Breakfast is September 9, 2017.**

**Motion by Bob, second by Kristen to adjourn the meeting. Motion approved. Adjourned at 8:18 p.m.**