

**Minutes of the Franklin Public Library Board of Trustees Regular Meeting, held in the Franklin Public Library Sievert Room, 9151 W. Loomis Rd. Franklin, WI on June 23, 2014.**

Meeting called to order by Vice-President, Tom Lowe at 6:02 pm.

**Roll Call:** Present – Tom Loew, Alderman Doug Schmidt, Karen Wesener, Mike Karolewicz, Bob Donohoo, Dave Adam (arrived at 6:45). Excused – Dennis McKnight, Diane Oleson, Dr. Steve Patz. Others present: Rachel Muchin Young – Library Director, Judy Roberts, Karen Grochowski

**Public Comment:** Judy Roberts asked about Library policy regarding presenters selling items at programs.

**Approval of Minutes from meeting of May 27, 2014.** Motion and approved.

**COMMITTEE REPORTS:**

**Finance** – Motion to approve invoices of \$17,484.65. Motion carried. Treasurer gave report.

**City Matters** – Nothing to report.

**President** – Nothing to report.

**Director** – Monthly Activities – See report.

**Friends** – Nothing to report.

**Foundation** – Nothing to report.

**Building and Grounds** – Need to get change to Friday hours on our sign.

**Personnel** – Compensation Study – see below under new business – wage adjustment.

**Other Business:**

**Website** – Two different designs have been mocked up and are being reviewed for feedback.

**Study Rooms** – Will be discussed further when we have more information on usage surveys.

**Volunteer Breakfast** – planned for September 13, will be catered and served in the Library.

**Makerspace** – Planning a visit to Madison Library that has such a space.

**Janitorial Service** – Waiting for financial numbers to see if this would be cost effective.

**Civic Celebration** – Library closes at 3:00 pm on July 3, closed July 4 & 5.

**New Business:**

**Meeting Room Policy** – discussed the set up of rooms for meetings and who should be doing it.

**Credit Cards** – Motion made as follows: The Franklin Public Library Director is authorized to implement a credit card procedure to be used by certain Franklin Public Library employees for certain Franklin Public Library expenses. That said credit card procedure shall be implemented in accordance with suggestions expressed by the Board at its June 23, 2014 meeting including an eventual written policy. Motion carried.

**Wage adjustment for Civil Service Employees** – Motion made that the City of Franklin Public Library Board of Trustees approves for City of Franklin civil service employees the 1% wage adjustment as passed/approved by the City of Franklin Common Council for certain City of Franklin employees at its June 3, 2014 meeting under Item G. 14. Motion passed.

**Wage adjustment for Management Employees** – Motion made that the City of Franklin Public Library Board of Trustees approves for City of Franklin Public Library employees who occupy the Director, Assistant Director and Circulation Supervisor positions a 1% wage adjustment effective June 29, 2014. Motion passed.

**Next meeting is Monday, July 28, 2014 at 6:00 pm.**

**Motion made and passed to adjourn meeting. Meeting adjourned at 7:45 pm.**