

Approved April 23, 2012

**Minutes of the Franklin Public Library Board of Trustees
March 26, 2012**

The regularly scheduled meeting of the Franklin Library Board of Trustees was held March 26, 2012 in the Sievert Room, 9151 West Loomis Road, Franklin, WI 53132. The meeting was called to order by President, Dave Adam at 6:05pm.

Present: Dave Adam, Karen Wesener, Diane Oleson, Tom Loew, Mike Karolewicz, Bonnie Martins, Dennis McKnight and Library Director, Barbara Roark. Excused: Dr. Steve Patz. Alderman Doug Schmidt present at 6:40 p.m.

Public Comment: None

Approval of Minutes from February 27, 2012: M. Karolewicz moved to amend the minutes under Foundation Report to read that the 10th Anniversary committee slated the Gala event to be held on April 28th. D. McKnight seconded. Motion carried.

Committee Reports

Finance Committee: Motion made by T. Loew to approve the payment of \$3,743.50 for invoices and vouchers. K. Wesener seconded. Motion carried. T. Loew stated that the City would like smaller monthly amounts for Ingram from the Fines Account. He made motion for money to be paid in three (3) installments of \$10,000. Seconded by B. Martins. Motion carried.

Strategic Planning Operational Assessment Committee: No report at this time.

New Business: Director Roark handed out a categorization list done by M. Karolewicz. These are items for consideration by the Board. for future planning and for possible presentation at the Foundation Gala. Discussion was held regarding various items.

Building and Grounds Committee: D. McKnight reported that Committee met regarding security system and the Director has agreed to send out a Request for Proposal to contractors with the specifications for new equipment. We are awaiting proposals. D. McKnight contacted a contractor regarding the front steps and was told there are two possibilities-repair or replacement. Further study will be done. Soil is needed in areas around sidewalk and this will be done.

Personnel Committee: B. Martins handed out new Position Descriptions for all employee classifications. Discussion was held.

Friends of the Library: K. Wesener reported that the Children's Rummage Sale went very well and it is estimated that approximately \$3,000 was made. D. Oleson reported that she presented the Wish List to the Friends and is going to contact Zablocki regarding a streaming electric sign to be placed on top of the existing monument sign in front of the library. The sign could indicate "open", "closed" and other messages such as "Book Sale". It was also suggested by the Friends that a policy be drawn up regarding the responsibility for the maintenance of the kitchen. The matter of cost for use of the kitchen was tabled.

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Foundation Report: D. McKnight reported that the Foundation has a new member-Sandra Mutranowski. There has been a change in procedure for sale of raffle tickets. They will only be sold at the Gala. Also a reminder regarding donations for baskets for Gala.

Report by Alderman Schmidt on City matters: No report at this time.

President's Report: D. Adam reported on the preliminary suggestions/plans by the Space Planning Committee. More study rooms and rearrangement of areas were main items.

Director's Report: Library Director B. Roark reported that circulation is up slightly. Her activities for the month included her attendance at several committee meetings and programs as well as working w/husband at Children's Rummage sale. Upcoming events include among several others, the Stacy Joers program, Garden Tea, Norman Reynolds Program, and the Gaming Tournament.

Next Meeting Date: April 23, 2012

Adjournment: D. Adams moved to adjourn. D. Schmidt seconded. The motion carried.