

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, September 22, 2014

Meeting called to order by President, Dennis McKnight at 6:00 pm.

Roll Call: Present – Dennis McKnight, Dr. Steve Patz, Alderman Doug Schmidt, Karen Wesener, Mike Karolewicz, Diane Oleson, Tim Solomon, Bob Donohoo. Excused – Tom Loew. Others present – Rachel Muchin Young.

Public Comment/Visitors: Janet Porte, Judy Roberts, Elizabeth Walloch.

Correspondence: Letter from Police Chief Oliva, regarding National Night Out participation, was read.

Approval of Minutes from regular Board meeting of August 25, 2014: Motion made and carried.

Approval of Minutes from special Board meeting of September 10, 2014: Motion made and carried.

COMMITTEE REPORTS:

Finance – Given by D. McKnight: Motion to approve invoices in the amount of \$8,213.52. Motion carried. Reviewed report of year to date budget/expenditure; Fines and Fees; Donation accounts. Motion to accept report, motion carried. The Finance Committee will meet after the first week of October regarding the 2015 budget.

City Matters – D. Schmidt: 2015 budgets are beginning to be reviewed. Wage study-contractor has not yet been hired.

President – D. McKnight: Letter has been written and sent to Quad Graphics regarding a possible donation for Tech Lab. Another group is also being courted for a donation. The volunteer breakfast was well attended and enjoyed by those attending.

Director – R. Muchin Young: Phone line is in for the new hire and other lines need fixing because of voicemail problems. Attended “Boot Camp for New Directors” program. Interesting takeaways: review of records retention schedule; open meetings laws; organization chart. A sample of an expanded monthly report was distributed. In the future it will include circulation numbers as well as a variety of other statistics, i.e.: gate count; new cards; days open; program attendees, etc. Updated Policy Manual for Trustees is available for trustees to take with them after the meeting.

Friends – D. Oleson: Preliminary proceeds estimate from the Children’s Resale is about \$3000.

Foundation – D. McKnight: Next meeting is October 22.

Building and Grounds – D. McKnight: The tile in the front lobby is scratched, we need to determine and eliminate the cause. The laminate at the Children’s Department desk has been repaired but will need a more permanent fix.

Personnel – No report.

OTHER BUSINESS:

- New Website: Demonstration of new website.
- Relationship between Board of Trustees and the Friends of Franklin Public Library: Reviewed two documents – ‘Working Together: Roles and Responsibilities Guidelines’ and ‘When Friends Aren’t Friendly’.

NEW BUSINESS:

- Karen Wesener was presented a Certificate of Recognition for her time and energy in organizing the Children’s Resale Events.

Next meeting is Monday, October 27, 2014, 6:00 pm in the Sievert Room.

Motion made and passed to adjourn meeting. Meeting adjourned at 7:18 pm