

**Franklin Public Library  
Library Board Meeting  
February 22, 2021  
Approved—March 22, 2021  
ATTENDANCE:**



Name	Attended	Name	Attended	Name	Attended
Maria Imp (MI) <i>President</i>	X	Reivian Berrios (RB) <i>Vice-President</i>	X	Alan Aleksandrowicz (AA) <i>Treasurer</i>	X
Judi Williams-Killackey (JW) <i>Secretary</i>	X	<i>Terry Berres (TB)</i>	X	Mike Karolewicz (MK)	X
Judy Mueller (JM) <i>School District Administrator</i>	X	Annemarie Vitas-Oklobdzija (AV)	X	Ald. Kristen Wilhelm (KW) <i>Aldermanic Representative</i>	Excused

**ALSO ATTENDED:** Jennifer Loeffel (JL), Library Director

**CALL TO ORDER:** MI called the meeting to order at 6:01 pm

**VISITORS:** None

**PUBLIC COMMENT:** None.

Correspondence/Acknowledgement of Donations

- I. Approval of the Minutes from the Regular Meeting of the Board of Trustees on January 25, 2021
  - a. AV moved to approve minutes; JM seconded. Motion carried.
- II. Finance Committee – A. Aleksandrowicz
  - a. Approval of Vouchers and Invoices - Only concern was MCFLS invoice. Discussed Nintendo Switch games and checking out of the same. AV moved to approve invoices in amount of \$67,011.94; MK seconded. Motion carried.
  - b. Treasurer’s Report - Library has received money in Fund 15 from property taxes. Checking with city on holidays for expenses. Part of maintenance expenses result from Bibliotheca one-time fee regarding maintenance agreement for security gates and checkout stations. Fund 16 - No info because nothing posted. Will have information next month. WaterStone and donations are in-line with expectations, but should analyze fees versus interest for WaterStone.
- III. Business:
  - a. Discussion and Approval of 2020 Franklin Public Library State Annual Report - We needed to provide more information this year because of virtual programming. AA moved to approve the 2020 Franklin Public Library State Annual Report; MI seconded. Motion carried.
  - b. Discussion and Approval of Statement Concerning System Effectiveness - Discussed what MCFLS has done this year for library. MK moved to approve statement that Franklin Public Library Board of Trustees hereby states that the Milwaukee County Federal Library System did provide effective leadership and adequately met the needs of the library; AA seconded. Motion carried.

- c. Update on Library Services During Covid-19 - At this point more staff are vaccinated. The Library plans to start to increase hours and open on Sundays. Services will be increasing to close to pre-pandemic levels.
- IV. Update on Past or Upcoming Council Actions Relating to the Library – K. Wilhelm - No report
- V. Update on Franklin Public Schools Matters Relating to the Library – J. Mueller - No items really relating to library. School personnel awaiting vaccinations.
- VI. Report of the Personnel Committee – R. Berrios - Have worked on form for process of evaluations to ensure consistent process going forward. Met with Jennifer on February 15 to discuss goals and compensation. Understand City Council is considering citywide pay increase in May that will be voted on as well as potential merit increases. Discussed raise process for employees and City's involvement.
- VII. Report of the President – M. Imp - No report.
- VIII. Report of the Library Director – J. Loeffel
  - a. Monthly Activity of Library Director & Library – Have promoted a Library Shelver to Library Clerk. Have discussed possibly hiring summer intern. Working on strategic plan goals and master calendar. Still working on doors. Did need to use almost \$15,000 of fund balance last year. Discussed status of review of facilities by City.
  - b. FPL @ a Glance Statistics Report - Discussed circulation and comparisons to services provided by other libraries and ways to increase library patrons.
- IX. Report of the Franklin Public Library Foundation – J. Loeffel & A. Vitas-Oklobdzija - No meeting, but Great Decisions is occurring and three programs have been held so far. First two were fine; last one was problem with passcode. No longer requiring passcode. Next Wednesday at 6:30p.m. we have a new speaker which should be interesting.
- X. Upcoming Library Board Meetings:
  - a. Regular Trustees Meeting: Monday, March 22, 2021 at 6:00 p.m., Fadrow Meeting Room and via Zoom
- XI. Adjourn - AV moved to adjourn; AA seconded. Motion carried.

Respectfully Submitted, JWK, Library Board Secretary