



**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)	Excused absent	Ald. Kristen Wilhelm (KW) <i>Aldermanic Representative</i>	Excused absent

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

**Call to Order and Roll Call** – MI called meeting to order at 6:00 p.m.

**Public Comment** - No public comment.

**Correspondence/Acknowledgement of Donations** - Franklin Lioness Club Donation of \$200.

**Approval of the Minutes** - TB moved to approve minutes from Regular Meeting of the Board of Trustees on June 28, 2021 with amendment of (i) adding "program" to end of reference to military service in Finance Committee section, (ii) striking "have" in reference to "because of donations have received" in Finance Committee section, and (iii) striking reference to \$52,500 at end of Finance Committee report; RB seconded. Motion carried.

**Finance Committee**

Approval of Vouchers and Invoices: Fund 15 - Nothing unusual noted. However, library did incur \$584 trip charge from BATI because City IT removed program. MK moved to approve payment of \$9,440.97 in invoices from Fund 15; RB seconded. Motion carried. Fund 16 - Nothing unusual noted. RB Moved to approve payment of \$2,370.35 in invoices from Fund 16; MK seconded. Motion carried.

Treasurer’s Report: Fund 15- should be at 49.5% in expenses and are at 50.38%. There was a monthly loss in investments. Additional expenses are result of changes in health care coverage and additional building maintenance, including rooftop compressor. Fund 16 - Revenues at 56.7% and expenditures at 45%. Library is almost at full budget in some categories like office supplies and software maintenance, but expect will receive reimbursement for some costs through grants and software maintenance is one time expected fee. Revenue exceeds expenditures for year. Credit card did not have unusual usage.

**Report of the Building & Grounds Committee**

Report from the July 15, 2021 Meeting of the Building & Grounds Committee - Discussed maintenance items and age. Water heaters in particular are quite old. Working on new building maintenance checklist.

Recommendation for 2022-2026 Capital Improvement Plan Requests - For 2022, have recommended replacement of water heater and two other major projects including security cameras in certain places and mudjacking relating to perimeter of building, including concrete walkway and patio. Also recommended bottle fillers for fountains.

**Business:**

**Discussion and Action Regarding Elections for Library Board Officer Positions** - Need to elect President, VP, Secretary and Treasurer within 60 days of July 1. TB moved to re-elect current slate of officers (President: MI; Vice President: RB; Treasurer: AA; Secretary: JWK); JM seconded. Motion carried.

**Discussion and Action Regarding Library Board Committee Assignments** - Discussion tabled. Current committee assignments will continue until new assignments are made.

**Discussion and Possible Action Relating to the Attendance of the Library Director at Library Board Meetings** - Discussed what would occur if JL not able to attend a meeting. Board determined that it believed could meet without JL and have Assistant Library Director attend if need be.

**Discussion and Possible Action Relating to 2022-2026 Capital Improvement Plan Requests** - IRS assessment identifies larger projects that will need to be completed in next few years. JL understands that the City will be paying for structural replacement as it owns building. City asked for five year plan, which have prepared based on JL and IRS assessment. Will review every year as part of strategic plan. MK moved to approve 2022-2026 Franklin Public Library Capital Improvement Plan as attached to agenda subject to changes based on funding; AA seconded. Motion carried.

**Policy Review of Bed Bug Policy and Procedure** - Board agreed no changes necessary. AA moved to accept as written; MI seconded. Motion carried.

**Update on Past or Upcoming Council Actions Relating to the Library** – No report.

**Update on Franklin Public Schools Matters Relating to the Library** - J. Mueller reported FPS has just finished summer school.

**Report of the President** - Nothing additional to report.

**Report of the Library Director –**

Monthly Activity of Library Director & Library - JL reported have filled shelver positions and intern has started. Fadrow updates will occur in September and book nook is getting facelift. JL is continuing to work on budget. The explorer passes continue to be in demand and summer reading program is continuing. The library is hoping to have indoor children's programs in fall and is discussing requirements including masks for younger children. MCFLS has received additional funding.

FPL @ a Glance Statistics Report - Numbers are going up, but still down from 2019.

**Report on COLAND Activity** - TB reported that the Counsel on Library Network Development is working on library issues, library development, networking, cooperation, and broadband other network development. Counsel advises superintendent of public instruction on issues. Just finished state biennium and counsel prepares a 20-page report summarizing developments for Superintendent to use to prepare a report to State of Wisconsin. In two year period, came forward with public library redesign for systems. DPI is now reviewing.

**Upcoming Library Board Meetings** - Regular Trustees Meeting: Monday, August 23, 2021 at 6:00 p.m. in the Fadrow Meeting Room. JWK and TB will be absent.

**Adjournment** - MK Moved to adjourn; RB seconded. Motion carried.

Respectfully submitted – JWK, Library Board Secretary