

Franklin Public Library  
 Library Board Meeting  
 October 25, 2021  
 Minutes—Approved November 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	Terry Berres (TB)	X	Mike Karolewicz (MK)	Excused absent
Judy Mueller (JM) <i>School District Administrator</i>	X	Annemarie Vitas- Oklobdzija (AV)	X	Ald. Kristen Wilhelm (KW) <i>Aldermanic Representative</i>	X

- I. Call to Order and Roll Call -- M. Imp called the meeting to order at 6. Roll call occurred.
- II. Public Comment -- No public comment
- III. Approval of the Minutes from the Regular Meeting of the Board of Trustees on September 27, 2021 -- KW moved to amend minutes to reflect removal of reference to lack of transparency and to change to need for gathering information in creating the Library budget. AV moved to approve with that correction; RB seconded. Motion carried with JM abstaining.
- IV. Finance Committee – A. Aleksandrowicz
  - a. Approval of Vouchers and Invoices
    - i. Fund 15 -- AV moved to approve invoices in the amount of \$19,469.02; RB seconded. Motion carried.
    - ii. Fund 16 -- AV moved to approve invoices in the amount of \$5,909.16; RB seconded. Motion carried.
  - b. Treasurer’s Report -- Budget generally on track but expect gas and maintenance will be over budget. Fund 16 also generally on track.
- V. Business:
  - a. Discussion and Possible Action Regarding to the Library’s Capital Improvement Plan and the Impact on the 2022 Library Budget -- Received new report which added \$13,000 in funds for reciprocal borrowing. Discussed recent activity at finance committee meetings, fund balance and prioritizing expenditure items for 2022.
  - b. Policy Review (Discussion, Possible Action)
    - i. Emergency Closing Policy -- After discussion, JWK moved to replace language requiring pay to employees in the event of a Library Emergency Closure with "the Library Director shall decide in his/her discretion if employees will receive pay if they are not required to perform work"; JM seconded. Motion carried. Discussed procedure regarding policy.
    - ii. Mobile Hotspot Policy -- MI moved to reapprove Mobile Hotspot Policy & User Agreement previously approved November 26, 2018; AV seconded. Motion carried.
- VI. Update on Past or Upcoming Council Actions Relating to the Library – K. Wilhelm. No update
- VII. Update on Franklin Public Schools Matters Relating to the Library—J. Mueller. School is reissuing chrome books and getting new books.

- VIII. Report of the President -- MI attended finance committee meetings and contacted Steve Hesel about recording requirements. Discussed timing of state of library presentation to Council.
- IX. Report of the Building & Grounds Committee. Performed walk through and will update plan.
- X. Report of the Library Director – J. Loeffel
  - a. Monthly Activity of Library Director & Library -- Provided report on activities including Trunk or Treat and Historical Society event.
  - b. FPL @ a Glance Statistics Report -- Events are starting to be held inside so that will affect numbers.
- XI. Report of the Franklin Public Library Foundation – J. Loeffel and A. Vitas-Oklobdzija -- Approved bake sale.
- XII. Upcoming Library Board Meetings:
  - a. Regular Trustees Meeting: Monday, November 22, 2021 at 6:00 p.m. in the Fadrow Meeting Room
- XIII. Adjourn -- AV Moved to adjourn at 7:44; AA Seconded. Motion carried.

**Respectfully submitted - JWK**