

**Franklin Public Library
Library Board Meeting
February 28, 2022
Minutes—Approved March 28, 2022
ATTENDANCE:**



Name	Attended	Name	Attended	Name	Attended
Maria Imp (MI) <i>President</i>	X	Reivian Berrios (RB) <i>Vice-President</i>	Excused	Alan Aleksandrowicz (AA) <i>Treasurer</i>	X
Judi Williams-Killackey (JW) <i>Secretary</i>	X	Terry Berres (TB)	X	Mike Karolewicz (MK)	Excused
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 6:00 pm and performed roll call.

VISITORS: Visitors: Linda Pfeiffer, Wally Pfeiffer and Gene Hembrook from the Willey-Herda Post 192. Discussed Veteran's mural and art student submissions. Plan to use three groupings of four submissions.

PUBLIC COMMENT: None.

APPROVAL OF THE MINUTES: January 24, 2022 Meeting of the Library Board of Trustees AA moved to approve minutes with following amendment: note AV excused and remove "to" in front of \$104,000 in discussion of Treasurer's Report; JM seconded. Motion carried.

FINANCE COMMITTEE:

Approval of Vouchers and Invoices: Fund 15 - Baker and Taylor seemed larger due to reduced purchases in December. The \$47,803 annual MCFLS charge is divided among a few accounts. MI moved to approve invoices in amount of \$60,254.37; AV seconded. Motion carried. Fund 16 - AV moved to approve invoices in amount of \$2247.53; MI Seconded. Motion carried.

Treasurer's Report - Fund 15 - Expenses are as expected. No revenue has been posted for January. Employee benefits for health, life and workers compensation exceeding budget. Fund 16 - Office supplies and printing seem to be over. Fines exceeded budget. AA did not see any other issues in reports.

BUSINESS:

Discussion and Approval of 2021 Franklin Public Library State Annual Report - AV moved to approve pending confirmation of COVID closure date; AA seconded. Motion carried.

Discussion and Approval of Statement Concerning System Effectiveness: "The Franklin Public Library Board of Trustees Hereby States That in 2021 the Milwaukee County Federated Library System Did Provide Effective Leadership and Adequately Met the Needs of the Library" - AV moved to approve statement that "The Franklin Public Library Board of Trustees Hereby States That in 2021 the Milwaukee County Federated Library System Did Provide Effective Leadership and Adequately Met the Needs of the Library; JWK seconded. Motion carried.

Discussion and Possible Approval of Extension of Youth Reference Intern Position from 16 Weeks to 24 Weeks - Change will cost approximately \$2,205. AV moved to approve extension of internship from 16 to 24 weeks; AA seconded. Motion carried.

Approval of Updated Library Director Job Description - Personnel committee reviewed examples from other libraries and cities and revised current job description. Discussed potential changes. JWK moved to approve with change of adding "s" to "community leader(s)", removing "appropriately interacts" and changing "willingness to maintain skills" to read "maintains skills" in Essential Duties section. AA seconded. Motion carried.

Policy Review: Material Selection Policy - Discussed need to update policies. MI moved to approve updated policy; AA seconded. Motion carried. Challenged Materials Policy - Suggested revise first sentence to remove language after "Policy" in first sentence. Discussed other changes. AA moved to approve with these changes; AV seconded. Motion carried. Request for Reconsideration of Library Materials Form - Discussed addition relating to electronic information in material to be considered. MI moved to approve with additional changes; AA seconded. Motion carried.

UPDATE ON PAST OR UPCOMING COUNCIL ACTIONS RELATING TO THE LIBRARY – K. Wilhelm - No report.

UPDATE ON FRANKLIN PUBLIC SCHOOLS MATTERS RELATING TO THE LIBRARY – J. Mueller - Nothing to report.

REPORT OF THE PRESIDENT – M. Imp - M. Imp received memo about common council resolution indicating can no longer schedule virtual meetings. During the recent ice storm, library remained open.

REPORT OF THE LIBRARY DIRECTOR – J. Loeffel - Discussed employees with length of service and retirements; building improvements and upcoming events and programs, reviewed statistics.

REPORT OF THE FRANKLIN PUBLIC LIBRARY FOUNDATION – J. Loeffel & A. Vitas-Oklobdzija - No report

REGULAR LIBRARY BOARD OF TRUSTEES MEETING: March 28, 2022 at 6pm in Fadrow Meeting Room - No one identified issues with attending.

ADJOURN: AV moved to adjourn at 7:45 pm; AA seconded. Motion carried.

Respectfully submitted: JWK, Library Board Secretary