

Franklin Public Library  
 Library Board Retreat  
 January 15, 2022  
 Minutes—Approved January 24, 2022  
**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)	X
Judy Mueller (JM) <i>School District Administrator</i>	X	Annemarie Vitas- Oklobdzija (AV)	Excused	Ald. Kristen Wilhelm (KW) <i>Aldermanic Representative</i>	Excused

- I. **Call to Order and Roll Call** – MK called the meeting to order at 8:04 a.m. Roll call occurred. AV and KW excused. Jennifer Loeffel and Laura Gravander also present.
- II. **Public Comment** - No public comment
- III. **Finance Committee** – A. Aleksandrowicz
  - a. Approval of Vouchers and Invoices
    - i. Fund 15: MI moved to approve invoices in the amount of \$1,013.87; MK seconded. Motion carried.
    - ii. Fund 16: MI moved to approve invoices in the amount of \$74.84; JWK seconded. Motion carried.
- IV. **Business:**
  - a. **Review of Mission Statement:** Reviewed statement. Board still feels accurate.
  - b. **Review of 2020-2021 Objectives Completed:** Reviewed objectives completed (see attached). A few items of note included that surveying was affected by changes created by pandemic. The library has also engaged in more outreach regarding programming. Library worked with a number of new community partners including Volition, school social worker, Concerts in the Park and Environmental Commission for lights recycling. Have also tried to be proactive in questions community might have and being able to respond and working with schools. Some items will be moved to 2022, but many items were completed. Board commented on how much has been completed and suggested may want to engage in more frequent review of accomplishments and what is moving to next quarter.
  - c. **Recommendation of 2022 Quarterly Objectives from the Strategic Plan:** Reviewed 2022 Quarterly Objectives based on the Strategic Plan (Pages 21-24 in meeting packet). JL created goals and timeline. Board reviewed her recommendations. Discussed ways to engage with community which are educational and do not involve selling; inviting business members to library; balancing of completion dates (particular those in Quarter 2) to avoid slippage; ways to work with library foundation, relationship and interaction with foundation regarding donations; need for specific goals in certain categories; collaboration with Oak Creek; ways to expand diversity of collection; working with employers in community to expand collections and usage; goals regarding renewing former patrons; and importance of mentoring staff.

**Break:** 9:57 a.m. to 10:10 a.m.

- d. **Identify Items for 2023-2025 Consideration:** Discussed need to address finances with City and how Library should interact with City; ways to proactively identify financial goals; whether there should be goals for Board and how Board should be involved; ways to interact with City to explain needs; capital projects and being creative in how to service community, especially given growth; interacting with community regarding what needs are; how to make library more self-sustaining; importance of tracking funds; and staffing and hours.
- e. **Discussion of Strategic Plan Presentation to the Common Council:** Discussed best way to present and timing, including whether more of Board should be involved in creating presentation. Board members should be at presentation and proactively engage with City.
- f. **Recap and Closing**

V. **Adjourn:** MK moved to adjourn at 11:09. TB Seconded. Motion carried.

Respectfully submitted, Judi Williams-Killackey, Library Board Secretary