

**Franklin Public Library
Library Board Meeting
January 23, 2023
Minutes—Approved February 27, 2023**



ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Maria Imp <i>President</i>	X	Mike Karolewicz <i>Vice-President</i>	X	Alan Aleksandrowicz <i>Treasurer</i>	X
Annemarie Vitas- Oklobdzija <i>Secretary</i>	Excused	Terry Berres	Excused	Doris Weber	X
Judith Williams- Killackey	X	Annalee Bennin School <i>District Administrator</i>	X	Ald. Kristen Wilhelm <i>Aldermanic Representative</i>	X

ALSO ATTENDED: Jennifer Loeffel, Library Director

CALL TO ORDER: President M. Imp called the Franklin Public Library Board meeting to order at (6:01) p.m.

M. Imp appoints D. Weber as Secretary for tonight’s meeting since A. Vitas-Oklobdzija has an excused absence.

Public Comment/Visitors: None

Donations: Mimosa Donation of \$174.41 from #WeCareWednesday 02/17/2021 and an anonymous Donation of \$200 for Book Purchases.

Approval of Minutes from Regular Meeting of the Library Board of Trustees, December 19, 2022: Motion to approve minutes made by A. Aleksandrowicz, second by A. Bennin. Motion carried.

Approval of Minutes from Special Meeting of the Library Board of Trustees, January 11, 2023: Motion to approve minutes made by A. Aleksandrowicz, second by M. Imp. Motion carried.

Finance Committee:

Approval of Vouchers and Invoices for Fund 15—Motion by M. Karolewicz, second by M. Imp to approve expenses of \$6,941.41. Motion carried.

Approval of Vouchers and Invoices for Fund 16- Motion by D. Weber, second by J. Williams-Killackey to approve expenses of \$2,712.16. Motion carried.

Treasurer’s Report- A. Aleksandrowicz

The December report represents 100% of the year.

FUND 15

Total Revenue is 96.76% of the budget.

There is no Revenue in December, Including Net Investment Earnings?

Total Expenditures are 94.36% of the budget.

Labor was high as expected with December having the extra payroll.

Other than those items that show as over budget in the last several months, the individual expenditures are as anticipated.

FUND 16

Total Revenue is 112.04% of the budget.

Again no Interest on Investments.

Donations drove our Revenue this month.

Total Expenditures are 112.81% of the budget.

Expenditures are as anticipated or were discussed in prior months. Cash Register Report is perfect as expected.

BUSINESS:

Approval of 2023 Franklin Public Library Action Plan: Further discussion was had on a few of the goals along with wording changes.

Discussion and Possible Action Regarding a Security System for the Library: Director Loeffel will be talking with staff, the city, and police department to gather more information to bring back to the next board meeting.

Discussion and Possible Action Relating to the Consideration of the Hiring of an Evening Custodian versus Entering an Agreement with Dust Free LLC for the Cleaning of the Library: Motion by M. Imp to allow Director Loeffel to request a contract proposal from Dust Free LLC and then make a decision on signing the contract; second by M. Karolewicz. Motion carried.

Bylaws Review: Articles VIII, IX, X, were discussed with no recommended changes.

Policy Review: Virtual Reality Center Policy was reviewed. Policy will be updated to include wording change of “in effect for one year unless otherwise revoked” along with a reference to the Public Code of Conduct Policy. Motion by A. Bennin, second by M. Karolewicz. Motion carried.

COMMITTEE REPORTS:

Update on Past or Upcoming Council Actions Relating to the Library – K. Wilhelm: A lot of changes with many people leaving their jobs at City Hall.

Update on Franklin Public Schools Matters Relating to the Library – A. Bennin: Library did a presentation at the Franklin public school district professional development day. It was followed up with lots of positive feedback all around. Both parties are looking forward to continued work together. The numbers for book checkouts both physical and digital are up in the schools.

Report of the Franklin Public Library Foundation – J. Loeffel: Since the Foundation fundraisers in 2022 went well they are planning for the same in 2023.

Next regular meeting will be Monday, February 27, 2023 at 6:00pm in the Fadrow Meeting Room.

Adjourn: M. Karolewicz made a motion to adjourn the meeting at 7:36pm. A. Aleksandrowicz seconded. Motion carried.

Respectfully submitted, Doris Weber, Temporary Board Secretary