

Franklin Public Library
Building & Grounds Committee Meeting
June 25, 2025
Approved: June 18, 2026



ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Annie Vitas-Oklobdzija	X	Amanda Pound	X	Mike Karolewicz	X

ALSO ATTENDED: J. Loeffel, Library Director

- I. **CALL TO ORDER AND ROLL CALL:** The meeting was called to order and roll call performed by J. Loeffel at 2:07 p.m.
- II. **VISITORS:** None
- III. **PUBLIC COMMENT:** None
- IV. **APPROVAL OF THE MINUTES:**
 - a. Motion by A. Vitas-Oklobdzija to table approval of the minutes; seconded by M. Karolewicz. Motion passed.
- V. **OLD BUSINESS:**
 - a. **Building Walk-Through:** The meeting was paused so that the members of the Building and Grounds Committee could perform a walk-through of the building.
 - b. **Discussion and Creation of 2025 Building Maintenance Checklist:** J. Loeffel will create a spreadsheet of items to be addressed that were found during the building walk-through.
 - c. **Discussion and Recommendation for Capital Improvement Strategies for 2026-2030:** The Committee recommended modifying the 2026 Capital Improvement requests from furniture to the replacement of the carpet in the middle section of the library from the security gates back to the fireplace area and over to the Check Out area. The Committee also recommended that the Library Board seek Foundation help for some of the items on the list such as new desks for the Library Director and Assistant Director and new chairs for the Fadrow meeting rooms.
- VI. **ADJOURNMENT:** A. Vitas-Oklobdzija motioned; A. Pound seconded. Motion passed. Meeting ended at 3:22 p.m.

Respectfully submitted, Jennifer Loeffel, Library Director