

Minutes of the Franklin Public Library Board of Trustees Regular Meeting, held in the Franklin Public Library Sievert Room, 9151 W. Loomis Rd. Franklin, WI on August 24, 2015

Meeting called to order by President, Dennis McKnight at 6:00 p.m.

Roll Call: Present – Dennis McKnight, Tom Loew, Alderman Doug Schmidt, Karen Wesener, Mike Karolewicz, Tim Solomon, Diane Oleson (exited at 6:47 p.m.,) Bob Donohoo. Excused – Dr. Steve Patz. Others present – Rachel Muchin Young.

Public Comment/Visitors: Judy Roberts, Sue Reinhardt, Susanne Anderson.

Approval of Minutes from meeting of July 27, 2015. Motion made by Tim, seconded by Tom to approve the minutes. Motion approved with one abstention – Bob.

COMMITTEE REPORTS:

Finance – Motion made by Tom, seconded by Mike to approve invoices in the amount of \$14, 325.22. Motion approved. Motion made by Diane, seconded by Tim to approve Treasurers report. Motion approved.

City Matters – Compensation study results are being reviewed. It may impact personnel costs.

President – The city included a 3% increase in the personnel budget for the Library in 2016.

Director – A tri-fold, information brochure of Library services has been created and was distributed for perusal. The hives will be delivered and installed on August 25. The children's area has culled their shelves and the Book Nook is featuring children's books right now. Circulation is up over 2014. See more in written report.

Friends – At the recent meeting, the Friends expressed interest in the request to fund the children's desk remodel. They will review and reply. See more detail in the Directors report.

Foundation – Nothing to report.

Building and Grounds – Cleaning has been sub-par. We have a bid from an outside contractor for general cleaning. This is an option if the city cannot provide sufficient support and can be discussed in the future.

Personnel – Nothing to report.

Strategic Plan & Capital Projects – A document was presented that will be placed in an upcoming city newsletter. It lists responses to and accomplishments since the survey in 2011. It also asks to further suggestions. We want the Library to be thought of as an educational facility/learning center for all.

Other Business:

- **Relationship between Board of Trustees and Friends Group:** Bob distributed his written report for review. It will be discussed at the September Trustees meeting.
- **Volunteer Breakfast:** Saturday, September 26 in the Fadrow Room.
- **Status of items on order:** Hives to be delivered and installed on August 25; table for Large Study will ship on September 11.
- **Funding for Hives:** Bob made a motion, seconded by Tim to use the Fines and Fees account to pay for the Hives rather than the Donation account as was originally approved at the 4-27-2015 meeting. Motion approved. Rachel will account for proper disbursement of funds.
- **Funding for CreateSpace:** Motion made by Karen, seconded by Tim to use the Fines and Fees account to purchase start up materials/supplies for the CreateSpace not to exceed \$10,000. Motion approved.

New Business:

- **Budget Draft:** Motion made by Tim, seconded by Doug to approve the 2016 forecast budget as presented with any changes to the reciprocal borrowing number going into the materials budget. Motion approved. Rachel will draft a narrative to be included with the budget request.
- **Lost and damaged materials:** Funds for replacement will be discussed at a future meeting.

Next Trustee meeting is Monday, September 21, 2015, 6:00 p.m. in the Sievert Room.

Motion to adjourn made by Bob, seconded by Doug. Motion approved. Meeting adjourned at 7:42 p.m.