

**Minutes of the Franklin Public Library Board
September 26, 2011**

The regularly scheduled meeting of the Franklin Library Board of Trustees was held September 26, 2011 in the Sievert Room, 9151 West Loomis Road, Franklin, WI 53132. The meeting was called to order by President, Dave Adam at 6:05pm.

Present: Dave Adam, Karen Wesener, Diane Oleson, Tom Loew, Mike Karolewicz, Bonnie Martins, Dennis McKnight, Alderman Doug Schmidt and Library Director, Barbara Roark. Wendy Dzurick attended for Steve Patz.

Public Comment: None

Approval of the Minutes from August 29, 2011: K. Wesener made correction to minutes: She did not attend the last meeting. M., Karolewicz moved to approve the minutes, D. McKnight seconded. Motion carried.

Committee Reports

Finance Committee: T., Loew moved for approval of \$6,179.57 for September, 2011 vouchers. D. McKnight seconded. Motion carried. The Library Board's Budget was compared to the Mayor's Recommended Budget and discussion was held. D. Adam made a motion to approve the Mayor's suggested budget which will be sent to the Common Council. T. Loew seconded the motion. Motion carried.

Report by Alderman Schmidt on City Matters: A separation of library employees from the city employees contract was discussed. Consensus is to remain as is with the exception as defined by employee handbook. No report on gun issue.

Report of Strategic Planning Operational Assessment Committee: M. Karolewicz reported that the sample survey is on-line and it will run thru the 22nd of October. Paper surveys will be out in the City newsletter next week. A survey will be available at the front desk to all library patrons. The results and evaluation will be done late in December and available to the community after the first part of January.

New Business: Volunteer Breakfast will be held again this year. B. Martins made motion to a lot \$700 from fines account for this event. W. Dzurick seconded the motion. Motion carried.

Building and Grounds Committee: D. McKnight reported that the sound system in the Fadrow room is done. Front steps not done but we are awaiting Bob Tesch to submit proposals for the work.

Personnel Committee: B. Martins reported on the evaluation forms for Library Director. Discussion held regarding the types of forms to be used. It was determined that the current form will be used with the exception of sections, A, B and F. The evaluations are to be returned to Board by October 1, 2011. Three shelvers have been hired and will each work 7 hours a week.

Foundation Report: D. McKnight had no report as the Foundation has not met.

President's Report: D. Adam reported on the goals and suggested members of the Space Planning Committee. Discussion was held.

Director's Report: Library Director B. Roark provided circulation report and discussion was held on the possible reasons for the downward trend including ebooks, internet usage for reference and research. Various methods of accounting were discussed for the counting of patrons who participate in programs, meetings and other activities which would indicate an increase in usage as opposed to just circulation. Director's activities included attendance at several programs. The Literacy program offered by the FPL is the on early literacy program offered in southeastern Wisconsin. On October 12, the FPL will have a booth at the college fair program by the Wisconsin Education Foundation. Also there will be a "Trunk and Treat" program of October 31 in the parking lot for all citizens who would like to open their decorated car trunks and distribute treats.

Future Meeting Date: October 24, 2011. B. Martins excused.

Adjournment: M. Karolewicz moved to adjourn. D. Schmidt seconded. The motion carried.