

**Minutes of the Franklin Public Library Board
September 24, 2012**

The regularly scheduled meeting of the Franklin Library Board of Trustees was held September 24, 2012 in the Sievert Room, 9151 West Loomis Road, Franklin, WI 53132. The meeting was called to order by Vice President, Dennis McKnight at 6:02 pm.

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

Approval of Minutes from August 27, 2012: Moved to approve by K. Wesener. Seconded by T. Loew. Motion carried. Correction to minutes regarding the addition of "Motion carried" to the motion for payment of the Integrated Security Systems invoice from the fines account.

Committee Reports

Finance Committee: Motion made by T. Loew to approve the payment of \$7,384.96 for invoices and vouchers. D. Oleson seconded. Motion carried.

2013 Budget: Director Roark reported that the budget went to the Council. There has been a change in procedure for the budget process. As of this time there is an approximate \$18,000 increase for the Library budget.

Report from Alderman D. Schmidt on City matter: no report

New Business:

Phone Service – statistics presented regarding phone call usage. Discussion held and matter tabled to later date.

Security System – Director Roark reported that no DVD's have been stolen in the past 2 weeks.

Building and Grounds Committee: After reviewing the memos from Bob Tesch regarding the fixing or replacement of 4 building lights and 2 flagpole lights, it was determined that new lights would be financially more feasible. B. Martins made motion to proceed with all new lights. T. Loew seconded. Motion carried. Dirt fill around the grounds is being done. A meeting will take place to determine carpet and ceramic tile for various areas of the library. Meeting room policy regarding food and beverage needs to be enforced, especially in computer areas.

Personnel Committee: B. Martins reported that the new Director Evaluations will go out to Board members soon. These forms will need to be filled out and returned before the next meeting. Director Roark will write a 5 year personal plan which the Committee will review and discuss.

Friends of the Library: D. Oleson reported that the Annual Book Sale brought in approximately \$3,600 and the Children's Resale brought in approximately \$2,300 to the Friends.

Foundation Report: D. McKnight reported that Foundation will meet next week.

President's Report: no report

Director's Report: Library Director B. Roark reported that circulation is down. A suggestion was made that numbers be used instead of percentages in the usage chart. Director's activities for the month included her attendance at several committee meetings and programs. She also worked at the Book and Clothing sales and the Health Fair, interviewed for shelvers positions and facilitated new brick orders.

Upcoming events include Facebook Webinar, Health Clinic, college fair, budget meetings, tea and author programs.

New Business: D. Oleson suggested that board take a look at the possibility of removing the name bricks from the ground and putting them on the side walls of the outside or foyer entrance due to the problems in maintaining their appearance.

Next Meeting Date: Monday, October 22, 2012

Adjournment: Motion by M. Karolewicz. Seconded by K. Wesener. Motion carried.