

**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, September 22, 2014**

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

**Roll Call:** Present – Dennis McKnight, Dr. Steve Patz, Alderman Doug Schmidt, Karen Wesener, Mike Karolewicz, Diane Oleson, Tim Solomon, Bob Donohoo. Excused – Tom Loew. Others present – Rachel Muchin Young.

**Public Comment/Visitors:** Janet Porte, Judy Roberts, Elizabeth Walloch.

**Correspondence:** Letter from Police Chief Oliva, regarding National Night Out participation, was read.

**Approval of Minutes from regular Board meeting of August 25, 2014:** Motion made and carried.

**Approval of Minutes from special Board meeting of September 10, 2014:** Motion made and carried.

**COMMITTEE REPORTS:**

**Finance** – Given by D. McKnight: Motion to approve invoices in the amount of \$8,213.52. Motion carried. Reviewed report of year to date budget/expenditure; Fines and Fees; Donation accounts. Motion to accept report, motion carried. The Finance Committee will meet after the first week of October regarding the 2015 budget.

**City Matters – D. Schmidt:** 2015 budgets are beginning to be reviewed. Wage study-contractor has not yet been hired.

**President – D. McKnight:** Letter has been written and sent to Quad Graphics regarding a possible donation for Tech Lab. Another group is also being courted for a donation. The volunteer breakfast was well attended and enjoyed by those attending.

**Director – R. Muchin Young:** Phone line is in for the new hire and other lines need fixing because of voicemail problems. Attended “Boot Camp for New Directors” program. Interesting takeaways: review of records retention schedule; open meetings laws; organization chart. A sample of an expanded monthly report was distributed. In the future it will include circulation numbers as well as a variety of other statistics, i.e.: gate count; new cards; days open; program attendees, etc. Updated Policy Manual for Trustees is available for trustees to take with them after the meeting.

**Friends – D. Oleson:** Preliminary proceeds estimate from the Children’s Resale is about \$3000.

**Foundation – D. McKnight:** Next meeting is October 22.

**Building and Grounds – D. McKnight:** The tile in the front lobby is scratched, we need to determine and eliminate the cause. The laminate at the Children’s Department desk has been repaired but will need a more permanent fix.

**Personnel** – No report.

**OTHER BUSINESS:**

- New Website: Demonstration of new website.
- Relationship between Board of Trustees and the Friends of Franklin Public Library: Reviewed two documents – ‘Working Together: Roles and Responsibilities Guidelines’ and ‘When Friends Aren’t Friendly’.

**NEW BUSINESS:**

- Karen Wesener was presented a Certificate of Recognition for her time and energy in organizing the Children’s Resale Events.

**Next meeting is Monday, October 27, 2014, 6:00 pm in the Sievert Room.**

**Motion made and passed to adjourn meeting. Meeting adjourned at 7:18 pm**