

Franklin Public Library  
Library Board Meeting

October 28, 2019

Minutes—Approved November 25, 2019

ATTENDANCE:



Name	Attended	Name	Attended	Name	Attended
Judi Williams-Killacky (JW) President	x	Alan Aleksandrowicz (AA)	X	Terry Berres (TB) Treasurer	X
Reivian Berrios (RB)	X	Maria Imp (MI)	X	Mike Karolewicz (MK)	Excused
Judy Mueller (JM) <i>School District Administrator</i>	X	Annemarie Vitas-Oklobdzija (AV)	Excused	Ald. Kristen Wilhelm (KW) <i>Aldermanic Representative</i>	X

**ALSO ATTENDED:** Jennifer Loeffel (JL), Library Director

**CALL TO ORDER:** JW called the meeting to order at 6:02pm.

**VISITORS:** None

**PUBLIC COMMENT:** None.

**CORRESPONDENCE/ACKNOWLEDGEMENT OF DONATIONS:** None

**APPROVAL OF THE MINUTES FROM THE SEPTEMBER 23RD, 2019 MEETING OF THE BOARD OF TRUSTEES:** TB moved to approve the minutes from the September 23rd, 2019 meeting with the change to remove “Finance Committee” from the statement under Council Action Relating to the Library. Seconded by RB. Motion carried.

**FINANCE COMMITTEE:** MI moved to approve vouchers and invoices for \$23,102.35. Seconded by AA. Motion carried. Treasurer’s report given by TB. AA will review the WE Energies gas charges from May-August.

**BUSINESS:**

**A. Discussion/Adoption of the 2020 Library Budget:** JW moved, per the city’s request, to provide clarity and specificity of the Board’s previous approval of the 2020 Library Budget to reflect adoption of the 2020 budget with \$1,415,500 of Revenue and \$1,312,619 of Operating Expenditures and \$154,000 of Capital Expenditures. TB seconded. Motion carried.

**B. Discussion/Adoption of the 2020 Auxiliary Library Budget:** JW moved, per the city’s request, to provide clarity and specificity of the Board’s previous approval of the 2020 Auxiliary Library Budget (Fund 16) to reflect adoption of the 2020 auxiliary budget with \$68,500 of Revenues and \$56,100 of Operating Expenditures and \$12,400 of Capital Expenditures. TB seconded. Motion carried.

**C. Discussion/Approval of the 2020-2024 MCFLS Member Agreement:** TB moved to approve. RB seconded. Motion carried.

**D. Discussion/Approval of Deletion of Patron Records with Fines:** JM moved to delete patron records and fines records back to 1990. RB seconded. Motion carried.

**E. Discussion of Trunk or Treat Event:** Eight hundred children have registered for the event. The Franklin Police will assist with traffic and parking. There are 42 trunks signed up. A food drive will be part of the event.

**F. Discussion of Strategic Plan Information:** Board members indicated that they would like some type of direct involvement in the implementation process.

**G. Discussion of Regular Meeting Schedules for Committees:** Discussion was held related to holding regular committee meetings, possibly quarterly, to align with Strategic Plan goals and involvement in implementation plan.

**UPDATE OF PAST OR UPCOMING COUNCIL ACTION RELATING TO THE LIBRARY:** The City is continuing the City Budget process.

**REPORT OF THE PRESIDENT:** JW attended both the Finance Committee meeting and Common Council Meeting related to the City Budget.

**REPORT OF THE DIRECTOR:** JL gave Monthly Activity and Statistics reports, highlighting changes in the maintenance position. The Volunteer Breakfast will be held November 9<sup>th</sup>.

**REPORT OF THE FRANKLIN LIBRARY FOUNDATION:** Upcoming events include a wreath fundraiser, a Cookie Walk on December 14<sup>th</sup>, and the Great Decision series in 2020. The Matching Fund is receiving donations.

**COMMITTEE REPORTS:**

**A. Buildings and Grounds:** Currently planning 6 months out.

**B. Personnel:** Nothing to report.

**C. Strategic Planning Committee:** Nothing to report.

**Next regular meeting will be Monday, November 25th, 2019 at 6:00pm in the Sievert Conference Room.**

**Adjourn:** TB moved to adjourn the meeting at 7:30pm. Seconded by KW. Motion carried.

Respectfully submitted, Maria Imp, Library Board Secretary