

**Franklin Public Library
Library Board Meeting
April 27th, 2020
Minutes—Approved May 18, 2020
ATTENDANCE:**



Name	Attended	Name	Attended	Name	Attended
Judi Williams-Killackey (JW) President	X	Alan Aleksandrowicz (AA)	X	Terry Berres (TB) Treasurer	X
Reivian Berrios (RB)	X	Maria Imp (MI)	X	Mike Karolewicz (MK)	X
Judy Mueller (JM) <i>School District Administrator</i>	X	Annemarie Vitas-Oklobdzija (AV)	X	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 6:00pm.

VISITORS: None

PUBLIC COMMENT: None.

APPROVAL OF THE MINUTES FROM THE APRIL 16TH, 2020 SPECIAL MEETING OF THE BOARD OF TRUSTEES: MK moved to approve the minutes of the April 16th, 2020 Special Meeting of the Board of Trustees; AV seconded. Motion carried.

FINANCE COMMITTEE:

A. MI moved to approve vouchers and invoices for \$17,747.37. AV seconded. Motion carried.

B. TB gave the Treasurer’s Report. The suggestion was made to spend monies from Fund 16 on “wish list” items. JL will update that list. The Finance Committee will meet to discuss the effects of the Safer At Home order and shutdown on the current budget and will also discuss the 2021 budget.

BUSINESS:

A. Discussion of Status of Library Closure and Possible Action Relating to the Same: Although the Library remains closed, curbside pickup has started again. No action was taken related to the library closure.

B. Discussion and Approval of Air Conditioning Repair Quote: There is still some question as to the scope of the work needed on the AC system because the source of the leak(s) is unknown. The quotes received do not seem to address the additional labor cost of possibly assessing the system until the leaks are found. The Building and Grounds Committee will meet with Bob Tesch to attempt to address those concerns.

C. Action Regarding Authorizing the City of Franklin to Pay the Monthly AT&T Invoice: JW moved to authorize the City of Franklin to pay the monthly AT&T invoices from G.L. #15.0511.5415 without prior approval from the Franklin Public Library Board of Trustees. AA seconded. Motion carried.

D. Action Regarding Authorizing the City of Franklin to Pay the Monthly Spectrum Invoice: JL will do some research to see if the library can discontinue paying for the digital adapter if a new digital TV is purchased. JW moved to authorize the City of Franklin to pay the next Spectrum invoice from G.L. #15.0511.5433 without prior approval from the Franklin Public Library Board of Trustees. AA seconded. Motion carried.

E. Discussion and Possible Approval of the Emergency Home Delivery Policy: AV moved to accept the Emergency Home Delivery Policy and Procedure with minor changes. AA seconded. Motion carried.

UPDATE OF PAST OR UPCOMING COUNCIL ACTION RELATING TO THE LIBRARY: KW reported that the cut in the impact fee for the Library was approved by the Council. The Library will probably be allotted \$20,000 from landfill siting fees. There will be IT upgrades to the phone service at City Hall to include more video conferencing capabilities. JL will check into Badgernet/MCFLS to see if they support an upgrade to our system.

UPDATE ON FRANKLIN PUBLIC SCHOOLS MATTERS RELATING TO THE LIBRARY: Nothing to report.

REPORT OF THE PRESIDENT: The change in the impact fee is appropriate based on the study. It does not affect our operation expenses, but it may in the future impact our capital expenditures. TB and AV will accept reappointment to the Board of Trustees. KW was reappointed to the Board of Trustees by Mayor Olson.

REPORT OF THE DIRECTOR: JL gave her Monthly Activity and Statistics reports. The staff is very busy with virtual programming, videos, and curbside pickup. The adult and children summer reading programs will be virtual; details are still being worked out. There have been no complaints about the library, but many comments that patrons really miss and want the library services.

REPORT OF THE FRANKLIN LIBRARY FOUNDATION: Nothing to report.

UPCOMING BOARD MEETINGS: The next regular Trustees Meeting is Monday, May 18th, 2020 at 6:00pm in the Council Chambers.

Adjourn: AA moved to adjourn the meeting at 7:21pm. Seconded by TB. Motion carried.

Respectfully submitted, Maria Imp, Library Board Secretary