



ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Maria Imp (MI) <i>President</i>	X	Reivian Berrios (RB) <i>Vice-President</i>	X	Alan Aleksandrowicz (AA) <i>Treasurer</i>	X
Judi Williams-Killackey (JW) <i>Secretary</i>	X	Terry Berres (TB)	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: MI called the meeting to order at 6:01 pm

VISITORS: None

PUBLIC COMMENT: None

Correspondence/Acknowledgement of Donations - March 31, 2021--\$100 Donation for the Purchase of Summer Reading Prizes from Anonymous

Approval of the Minutes from the Regular Meeting of the Board of Trustees on March 22, 2021 - AV moved to approve with no changes; AA seconded. Motion carried.

Finance Committee – A. Aleksandrowicz

a. Approval of Vouchers and Invoices - Only concern was AT&T, which was double the normal amount. We will be getting the rates adjusted and there will be a credit coming. Wisconsin Library Association cost is for eight people. Invoices also included repairs for doors. MK moved to approve invoices in the amount of \$25,492.58; AV seconded. Motion carried. Because City is now paying invoices from Fund 16, also now need to approve those invoices. Fund 16 invoices are \$2,304.35. AA moved to approve invoices in the amount of \$2,304.35; MI seconded. Motion carried.

b. Treasurer’s Report. Fund 15 is pretty close to expectations for expenses. The eBook budget is almost all used, but this is an annual expense. Fund 16 revenue is doing well and expenses look normal. Some expenses do not tie back to March and April specifically, but not concerned. Credit card expenses seem normal. The checking balance increased and in the future will be handled by the City.

Business:

a. **Discussion of Library Board Trustee Positions:** Three library positions have terms ending in July. MK, AA, and MI. If not renewing need to let JL know but all expect to renew terms.

b. **Policy Review:**

- i. In Library Use of Tablets Policy and Agreement—Request policy removal as no longer have tablets and policy is unnecessary. AV moved to eliminate policy effective today; JM seconded. Motion carried.
- ii. Discussion and Approval of Reading Garden Policy Revision - Updated to reflect some additional limitations and reflect updated title. Also added non-discrimination statement. JM suggested statement should be same and on every policy. Trustees discussed having separating non-discrimination policy. KW

moved to approve policy with additional changes, except for the non-discrimination statement with JL to propose separate non-discrimination policy for Board review. Motion carried.

- c. **Discussion and Possible Approval of Second Library Intern Position for Summer:** JL recommended second intern to assist while library employee is on leave. Cost will be additional cost of \$2,842, but have some savings from restructuring of circulation desk. AV moved to hire second library intern for summer; MK seconded. Motion carried.
- d. **Discussion and Possible Approval Relating to the Fadrow Room AV Upgrade:** Two quotes were received (one for approximately \$40,000; another is for approximately \$36,000). Differences including in screens, Blu-ray players, touch pads, ability to use some equipment not used at City Hall, and lavaliers. One quote is fixed and \$5000 less. Board discussed whether need to take project to public bid given the amount. AV moves to allow JL, with input from staff to select vendor subject to confirmation from City Attorney that the work does not need to be bid through public bidding process; KW seconded. Motion carried.
- e. **Action Regarding Authorizing the City of Franklin to Pay the Monthly U.S. Cellular from G.L. #16.0511.5433 Without Prior Approval from the Franklin Public Library Board of Trustees:** MI moved to authorize City of Franklin to release payment on a continuous monthly basis, following review by Library Director, of the monthly U.S. Cellular bill from G.L. #16.0511.5433 before approval by the Franklin Public Library Board of Trustees in order to avoid penalties; KW seconded. Motion carried.
- f. **Action Regarding Authorizing the City of Franklin to Pay the Monthly Konica Minolta Invoice from G.L. #16.0511.5433 Without Prior Approval from the Franklin Public Library Board of Trustees:** MI moved to authorize City of Franklin to release payment on a continuous monthly basis, following review by Library Director, of the monthly Konica Minolta Invoice from G.L. #16.0511.5433 before approval by the Franklin Public Library Board of Trustees in order to avoid penalties; KW seconded. Motion carried.
- g. **Action Regarding Authorizing the City of Franklin to Pay the Monthly Sprint Invoice from G.L. #16.0511.5433 Without Prior Approval from the Franklin Public Library Board of Trustees:** MI moved to authorize City of Franklin to release payment on a continuous monthly basis, following review by Library Director, of the monthly Sprint Invoice from G.L. #16.0511.5433 before approval by the Franklin Public Library Board of Trustees in order to avoid penalties; KW seconded. Motion carried.
- h. **Action Regarding Authorizing the City of Franklin to Pay the Invoices for Performers from G.L. #16.0511.5299 Without Prior Approval from the Franklin Public Library Board of Trustees:** MI moved to authorize City of Franklin to release payment on a continuous monthly basis, following review by Library Director, of the Performers from G.L. #16.0511.5299 before approval by the Franklin Public Library Board of Trustees in order to avoid penalties; KW seconded. Motion carried.

Update on Past or Upcoming Council Actions Relating to the Library – K. Wilhelm: There will be some funds for infrastructure as part of federal legislation.

Update on Franklin Public Schools Matters Relating to the Library – J. Mueller: Information from library packet will be provided in school newsletters.

Report of the President – M. Imp: The level of trust and committee work is efficient. The parking lot is being used in unique ways.

Report of the Library Director – J. Loeffel

- a. **Monthly Activity of Library Director & Library**--The library has hired a library intern. Librarians will be working with the Director of Tourism on engage Franklin website. Identifying capital improvements. Budgeting process is beginning. Have stated to transition payment process to City. Did make money on rummage sale to use for

passes. Summer reading program will start soon. Have pushed back some marketing in action plan because MCFLS is hiring for marketing position. Have adjusted some other dates on action plan as well.

b. **FPL @ a Glance Statistics Report**--Seeing improvement across the board.

Report of the Franklin Public Library Foundation – No report. Next meeting May 3, 2021 at 6:00pm. Foundation is filling a vacancy.

Upcoming Library Board Meetings – Regular Trustees Meeting: Monday, May 24, 2021 at 6:00 p.m., Fadrow Meeting Room and via Zoom

Adjournment – AV moved to adjourn at 7:34; AA seconded. Motion carried.

Respectfully submitted, Judi Williams-Killackey, Library Board Secretary