

**Franklin Public Library  
Library Board Meeting  
May 18th, 2020  
Minutes—Approved June 22, 2020  
ATTENDANCE:**

Name	Attended	Name	Attended	Name	Attended
Judi Williams-Killackey (JW) <i>President</i>	X	Alan Aleksandrowicz (AA)	X	Terry Berres (TB) <i>Treasurer</i>	X
Reivian Berrios (RB)	X	Maria Imp (MI) <i>Secretary</i>	X	Mike Karolewicz (MK) <i>Vice-President</i>	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 6:01pm.

**VISITORS:** Noah Grandsard, Eagle Scout candidate from Franklin Troop 531 presented his proposal for a concrete and granite memorial to fallen first responders. The proposed memorial would be near the armed forces memorial on the Franklin Public Library property. MI moved to approve the concept of the project contingent on getting approvals from other city boards. MK seconded. Motion carried.

**PUBLIC COMMENT:** None.

**APPROVAL OF THE MINUTES FROM THE APRIL 27th, 2020 MEETING OF THE BOARD OF TRUSTEES:** MI moved to approve the minutes of the April 27th, 2020 Meeting of the Board of Trustees; JM seconded. Motioned carried.

**FINANCE COMMITTEE:**

**A.** AA moved to approve vouchers and invoices for \$6,188.56. MK seconded. Motion carried.

**B.** TB gave Treasurer’s Report.

**C.** Finance Committee members reported on the May 7<sup>th</sup> meeting of the Finance Committee. Revised budget spreadsheets showing the adjustments made in the 2020 budget as well as the proposed 2021 budget will be available at the next Board Meeting.

**REPORT OF THE BUILDING AND GROUNDS COMMITTEE AND DISCUSSION RELATING TO THE BUILDING AND GROUNDS COMMITTEE MEETING ON MAY 11<sup>TH</sup>:** AA moved to accept the JM Brennan bid for the repairs to the chiller system. JM seconded. Motion carried. The Library Board discussed carpet cleaning and gave direction for the Library Director to accept bid contingent on comparable bids. Excellent progress has been made on the Building Maintenance Checklist.

**BUSINESS:**

**A. Discussion and Approval of Eagle Scout Project:** See discussion and motion under **VISITORS** above.

**B. Discussion of Status of Library Closure:** Over 3,200 items have been checked out using the curbside delivery service.

**C. Discussion and Possible Action Relating to the Cleaning and Preparation for Reopening the Library:** JL presented the Board with the Library Director’s Report for Reopening the Franklin Public Library. JW moved that JL be given discretion working with Courtney Day (City of Franklin Director of Franklin Health and Human Services) to begin a phased reopening and eventually a full reopening of the Library. MI seconded. Motion carried.

**D. Approval of Air Conditioner Repair Quote:** See motion and approval under BUILDINGS AND GROUNDS above.

**E. Discussion Relating to the Spectrum Monthly Invoice:** JL will investigate getting a digital antenna to replace cable for the one television that requires cable.

**F. Discussion and Possible Action on Wish List Items:** The Board suggested no monies be spent at this time on Wish List items for the CreateSpace or Fadrow Room since those rooms will not be opened in the foreseeable future. Any furniture purchased going forward should be easy to clean. The Building and Grounds Committee should be involved in decision making for Wish List Items, especially furniture.

**UPDATE OF PAST OR UPCOMING COUNCIL ACTION RELATING TO THE LIBRARY:** Peggy Steeno was hired as the new Director of Administration. Several new appointments are on the agenda for the next meeting. A drive-in movie theater will be opening at Ballpark Commons.

**UPDATE ON FRANKLIN PUBLIC SCHOOLS MATTERS RELATING TO THE LIBRARY:** eBook circulation is at 6,400 items. 14,000 new titles have been added to the collection.

**REPORT OF THE PRESIDENT:** JW is working with and supporting JL regarding the plan for reopening the library.

**REPORT OF THE DIRECTOR:** The staff have been working on Strategic Plan items and are ahead of the original plan on several items, such as signage and weeding the collection. The Summer Reading Program will be completely virtual. JL gave the Monthly Statistics Report.

**REPORT OF THE FRANKLIN LIBRARY FOUNDATION:** The Foundation did not meet since the last Board Meeting. A request for donations from the Foundation will be in the next City Newsletter.

**UPCOMING BOARD MEETINGS:** The next regular Trustees Meeting is Monday, June 22, 2020 at 6:00pm in the Sievert Conference Room.

**ADJOURNMENT:** AV moved to adjourn the meeting at 7:57pm. MI seconded. Motion carried.

Respectfully submitted, Maria Imp, Library Board Secretary