



ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Maria Imp (MI) <i>President</i>	X	Doris Weber (DW) <i>Vice-President</i>	X	Alan Aleksandrowicz (AA) <i>Treasurer</i>	X
Annmarie Vitas-Oklobdzjia (AV) <i>Secretary</i>	X	Terry Berres (TB)	Excused	Mike Karolewicz (MK)	X
Annalee Bennin (AB) <i>School District Administrator</i>	Excused	Judith Williams Killacky (JW)	X	Michelle Eichmann (ME) <i>Aldermanic Representative</i>	Excused

ALSO ATTENDED: Jennifer Loeffel (JL), Library Director

VISITORS: None

I. CALL TO ORDER: MI called meeting to order at 6:01pm and performed roll call attendance.

II. Public Comment/Visitors: None

IV. Donations:

- a. \$476 donation from Eagle Scout candidate Srikar Prathigudupu to fund plantings in the flagpole area.
- b. \$150 donation from resident, Elizabeth Walloch, to help cover the costs of the Sit with Santa program.

III. Approval of Minutes: DW moved to approve the minutes from the November 27, 2023 Regular Meeting of the Library Board of Trustees. AA seconded. AV abstained. Motion carried.

IV. Finance Committee:

- a. Approval of Vouchers and Invoices
 - i. AV moved to approve Fund 15 vouchers and invoices for \$17,118.80; MK seconded. Motion carried.
 - ii. AV moved to approve Fund 16 vouchers and invoices for \$3,995.12; MI seconded. Motion carried.
- b. Treasurer’s Report given by AA. The October report represents 83.29% of the year. Fund 15 total revenues are 97.69% of the budget with total expenditures at 78.06%. Fund 16 total revenues are 111.83% of the budget with total expenditures at 94.45%.

V. New Business:

- a. **Approval of 2024 Holiday and Library Closings:** Motion by MI to approve the 2024 Holiday and Library Closings; JWK seconded. Motion carried.
- b. **Master Calendar Review:** Minimal changes needed.
- c. **Library Board Retreat:** Date and time will be January 13, 2024 at 8am.
- d. **Approval of Fadrow Hallway Wallpaper Removal and Painting Proposal by AM Painting:** AV motioned to approve with added specifics listed in actual contract; seconded by DW. Motion carried.
- e. **Policy Review**
 - i. **Credit Card Use Policy and Credit Card Agreement:** MI motioned to approve policy with change of \$500 limit raised to \$1,000; seconded by AA. Motion carried.

VII. Update on Past or Upcoming Council Actions Relating to the Library – None

VIII. Update on Franklin Public Schools Matters Relating to the Library – AB reported that the District Librarian continues to work on finding ways to promote and enhance Franklin Public Schools and Library relationships.

IX. Report of the President: MI attended Trunk or Treat and stated it was very well run.

X. Report of the Personnel Committee: Meeting was held right before tonight's Library Board meeting to begin reviewing evaluation data.

XI. Report of the Library Director – Panic alarm is currently working and will be tested on a monthly basis. Another Library Assistant is leaving which means the Library will be hiring two part-time Library Assistants. Cleaning service is showing signs of improvement. At a Glance statistics continue to trend upward.

XII. Report of the Franklin Public Library Foundation – NML awarded the Foundation a grant of \$10,000. The Calendar Raffle sale has begun. Cookie/Coffee sale will be December 9.

XIII. COLAND Report: None

XIV. Upcoming Library Board Meetings:

- a. Regular Library Board of Trustees Meeting: December 18, 2023 at 6:00pm in Sievert Conference Room.

XV. Adjourn: AV moved to adjourn the meeting at 7:08pm. MK seconded. Motion carried.

Respectfully submitted, Annemarie Vitas-Oklobdzija, Library Board Secretary