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## **Franklin Public Library Board of Trustees Meeting Monday, July 25, 2016**

The regular monthly meeting of the Franklin Public Library Board of Trustees was called to order by President Mike Karolewicz at 6:01pm, Monday, July 25, 2016.

### **Roll Call:**

Present: Trustees Karolewicz, Bob Donohoo, Tom Loew, Diane Oleson, Steve Patz, Tim Solomon, and Judi Williams-Killackey

Excused: Trustee Karen Wesener and Trustee Kristen Wilhelm

Others Present: Library Staff Rachel Muchin Young and Caitlin Sprague

Trustee Williams-Killackey and Program & Outreach Coordinator Sprague introduced themselves.

There was no public comment or correspondence.

### **Minutes:**

Donohoo moved and Solomon seconded to approve the minutes of the June 27, 2016, FPL Board of Trustees meeting as presented. Motion carried.

### **Finance Committee:**

Loew moved and Patz seconded to approve the payment of invoices in the sum of \$12,374.54. Motion carried.

Solomon moved and Patz seconded to approve the treasurer's report as presented. Motion carried.

### **President's Report:**

Karolewicz visited Oak Creek Public Library. He noted that the library was quiet when he visited and that all shelving is shorter than he is, creating a feeling of open space.

He further suggested that the library consider participating in the next Civic Celebration Fourth of July Parade, possibly with staff marching in the parade, or staff and patrons creating a float.

### **Director's Report:**

In addition to Muchin Young's written report, she related details of Franklin Public Library's first Memory Café. It was very successful and participants are looking forward to the next one, August 16. She discussed statistics in greater detail.

### **Franklin Public Library Foundation Report:**

Muchin Young announced that the Foundation received a \$1,000 grant to be used for the Great Decisions Discussion Series in February and March of 2017. This announcement led to a discussion of types of initiatives the library will be looking to fund in the coming year and beyond. Muchin Young

mentioned a laptop dispensing station for laptop use in the library. This item will be added to an upcoming agenda.

**Building & Grounds:** No report.

**Personnel:** No report.

**Strategic Planning:**

Karolewicz would like to release a survey at the end of August or beginning of September, to determine the community's current needs and wants. Muchin Young will work with staff to develop a multi-year Technology Plan, as well as a multi-year Personnel Plan.

**Other Business:**

*Status of Friends' Assets:* Muchin Young spoke with Attorney Fred Klimetz who said the check would be arriving soon.

*Volunteer Breakfast:* The date is set for Saturday, September 17, at 9 a.m. in the Fadrow Room. It is staff's opportunity to thank volunteers for all they do.

*Wisconsin Trustee Training Week:* Muchin Young will register for the webinars each day, Monday through Friday, August 22 through 26, at noon. Webinars will run in the CreateSpace. She reminded everyone that if they want to watch these webinars from some other location, they will need to register independently.

**New Business:**

*2016 Budget:* Muchin Young reported that she is looking closely at the budget. 2016 appears to be on track, and she is putting together the 2017 budget with some guidance from Paul Rotzenberg, City Treasurer.

*Lost Item Update:* During the first six months of 2016, lost and paid materials total \$2,900. This amount is as was anticipated and included in the 2016 Fund 16 budget.

*Committee Appointments:*

- *Buildings & Grounds:* Oleson, Patz, and Wilhelm
- *Finance:* Loew, Solomon, and Wesener
- *Personnel:* Donohoo, Karolewicz, and Williams
- *Strategic Planning:* Karolewicz

**Future Meetings:**

- Joint Finance & Personnel Committee Meeting, Tuesday, August 9, 2016, 6 p.m.
- Board of Trustees Meeting, Monday, August 22, 2016

Solomon moved and Donohoo seconded a motion to adjourn the meeting. Meeting adjourned at 7:13pm.

Respectfully submitted:

Rachel Muchin Young  
Library Director