

Minutes of the Franklin Public Library Board of Trustees Regular Meeting, in the Franklin Public Library Sievert Room, 9151 W. Loomis Rd. Franklin, WI, August 25, 2014

Meeting called to order by President, Dennis McKnight at 6:01 pm.

Roll Call: Present – Dennis McKnight, Tom Loew, Alderman Doug Schmidt, Karen Wesener, Mike Karolewicz, Diane Oleson, Tim Solomon, Bob Donohoo (arrived at 6:25 pm). Excused – Dr. Steve Patz. Others present – Rachel Muchin Young.

Public Comment/Visitors: Catherine Schramka-Heideman, Judy Roberts, Karen Brehm

Approval of Minutes from meeting of July 28, 2014. Motion made to accept minutes. Motion carried.

COMMITTEE REPORTS:

Finance – T. Loew: Motion to approve invoices in the amount of \$8,448.72. Motion carried. Treasurer gave report of year to date budget/expenditure; Fines and Fees; Donation accounts. Motion to accept report. Motion carried. Discussed the 2015 Budget and need to go over Payroll figures and Sundry Contractors-Interdepartmental Charges-Allocated Payroll Costs before finalizing.

City Matters – D. Schmidt: State of the cities lunch sponsored by the South Suburban Chamber. Wage study-contractor not yet hired.

President – D. McKnight: Will contact school district office to get book sale announcement to families.

Director – R. Muchin Young: Provided flyer with information from annual report. Design of all website pages is complete; review is beginning; testing in a few weeks and go live expected by late September. Summer program numbers: 830-children, 183-teens, >150-adults. Jen Brenner has been offered the position of Marketing and Outreach Coordinator and will begin on September 3.

Friends – D. Oleson: Book nook revenue averaging \$800/month. Friends are in compliance with tax code. Friends will pay for toner in children's area copier and Friends will use it for their large print jobs. Books For Soldiers marked 10 years of activity.

Foundation – D. McKnight: Next meeting is in October.

Building and Grounds – D. McKnight: Sievert Room – need to move the ficus plant out of the room, the pot leaks; paneling close to the windows is badly faded.

Personnel – No report

Other Business:

- Study Room: Large table has been moved in and room already being used for meetings.
- CreateSpace: D. McKnight will be contacting a possible donor for the equipment.

- Meeting Room policy: Motion to approve policy as presented in meeting packet. Motion carried.
- Credit Card: Motion to approve the Credit Card Policy and the Corporate Credit Card Agreement with one correction to the Agreement, car in the 5th paragraph will become card. Motion carried.

New Business:

- Trustee Status: B. Donohoo addressed conflicts with his teaching and meeting time.
- Reading Garden Policy: Motion to approve policy as presented in meeting packet. Motion carried.
- Laptop Computer Policy: Motion to approve policy as presented in meeting packet. Motion carried.
- Replacement Policy: Motion to approve policy as presented in meeting packet. Motion carried.
- Function of the Board of Trustees: Suggestion that each month one or more topics be briefly reviewed.
- Relationship between Trustees and Friends: Discussion held.

Next meeting is Monday, September 22, 2014, 6:00 pm in the Sievert Room.

Volunteer Breakfast is Saturday, September 13, 2014, 9:00 am in the Fadrow Room.

Motion made and passed to adjourn meeting. Meeting adjourned at 8:01 pm