



**Franklin Public Library Board of Trustees Meeting**  
**6:00 p.m., Monday, December 23, 2024**  
**Sievert Conference Room**  
Franklin Public Library, 9151 West Loomis Road, Franklin, Wisconsin

**AGENDA**

- I. Call to Order – M. Imp
- II. Visitors
- III. Public Comment (no action may be taken on issues raised unless otherwise on the agenda)
- IV. Approval of the Minutes:
  - a. November 25, 2024 Regular Meeting of the Library Board of Trustees
- V. Finance Committee – A. Aleksandrowicz
  - a. Approval of Vouchers and Invoices
    - i. Fund 15
    - ii. Fund 16
  - b. Treasurer’s Report
- VI. New Business:
  - a. Adoption of the General Records Schedule for Wisconsin’s Public Libraries
  - b. Assistant Director and Circulation Manager Evaluation and Compensation
    - i. The Board may enter closed session pursuant to Wisconsin Statute Section 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The committee will then reconvene into open session to continue the agenda and take action on topics discussed in closed session.  
--Motion to Come Out of Closed Session
    - ii. Action Regarding the Evaluation and Compensation of the Assistant Director and Circulation Manager
  - c. Discussion and Possible Action Authorizing the Franklin Public Library Director to Terminate the Cleaning Contract Between Dust-Free Cleaning Service, Inc. and Franklin Public Library In January 2025
  - d. Discussion and Possible Action Authorizing the Franklin Public Library Director to Work with the City of Franklin to Hire a 20-Hour Per Week Evening Maintenance Custodian
  - e. Review of *Statement of Cooperative Relationship* with the Franklin Public Library Foundation
- VII. Old Business:
  - a. Policy Review: Emergency Closing Policy
  - b. Master Calendar Review
- VIII. Update on Past or Upcoming Council Actions Relating to the Library – M. Eichmann
- IX. Update on Franklin Public Schools Matters Relating to the Library – A. Pound

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Requests for accommodations for meetings should be made at least three (3) business days prior to the meeting. Every effort will be made to arrange accommodations for all meetings, so please give the City Clerk as much advance notice as possible. For additional information, contact the City Clerk’s office at (414) 425-7500.

Notice is given that a majority of the Common Council may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This may constitute a meeting of the Council per State ex. Re. Badke v. Greendale Village Bd. even though the Council will not take formal action at this meeting.

- X. Report of the President – M. Imp
- XI. Report of the Library Director – J. Loeffel
  - a. Monthly Activity of Library Director & Library
  - b. FPL @ a Glance Statistics Report
- XII. Report of the Franklin Public Library Foundation – A. Vitas-Oklobdzija
- XIII. Upcoming Library Board Meetings:
  - a. Strategic Planning Retreat: January 18, 2025 at 9am in the Children’s Activity Room
  - b. Regular Library Board of Trustees Meeting: January 27, 2025 at 6pm in Sievert Conference Room
- XIV. Adjourn

**Agenda dated December 18, 2024**

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