

Franklin Public Library
 Library Board Meeting
 October 26, 2020
 Minutes—Approved November 23, 2020
 ATTENDANCE:



Name	Attended	Name	Attended	Name	Attended
Maria Imp (MI) <i>President</i>	X	Reivian Berrios (RB) <i>Vice-President</i>	X	Alan Aleksandrowicz (AA) <i>Treasurer</i>	X
Judi Williams-Killackey (JW) <i>Secretary</i>	X	Terry Berres (TB)	X	Mike Karolewicz (MK)	Excused
Judy Mueller (JM) <i>School District Administrator</i>	X	Annemarie Vitas-Oklobdzija (AV)	X	Ald. Kristen Wilhelm (KW) <i>Aldermanic Representative</i>	Excused

ALSO ATTENDED: Jennifer Loeffel (JL), Library Director

CALL TO ORDER: MI called the meeting to order at 6:00 pm

VISITORS: None

PUBLIC COMMENT: None.

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 28, 2020 MEETING OF THE BOARD OF TRUSTEES: AA moved to approve the minutes of the September 28, 2020 Meeting of the Board of Trustees; AV seconded. Motion carried.

FINANCE COMMITTEE:

- A. Approval of Vouchers and Invoices: MI moved to approve vouchers in the amount of \$29,696.35; JWK seconded. Motion carried.
- B. AA gave Treasurer’s Report indicating generally on track for year.
- C. Finance Committee Recommendation to the Library Board Regarding the 2021 Mayor’s Recommended Budget: Finance committee is recommending that the Board approve the recommended budget which is \$20,000 less than last year in terms of revenue.

BUSINESS:

- a. Discussion and Action Regarding Fadrow Room AV Upgrade: Professional Audio Designs provided an estimate of \$1,500 to develop plan for audio design. MI moved to move forward with proposal; AA seconded. Motion carried.
- b. Discussion and Action Regarding Adoption of the 2021 Mayor’s Recommended Budget for Fund 15: JWK moved to adopt the library budget providing library with \$1,405,700 in revenue, \$1,334,414 in operating expenses, and capital expenditures of \$139,000; AA seconded. Motion carried.

UPDATE ON PAST OR UPCOMING COUNCIL ACTIONS RELATING TO THE LIBRARY – K. WILHELM: No report

UPDATE ON FRANKLIN PUBLIC SCHOOLS MATTERS RELATING TO THE LIBRARY—J. MUELLER: Reported an increased activity in ebooks and efforts to engage in ways to increase book usage and measures to quarantine books.

BUILDING AND GROUNDS: No report

REPORT OF THE PRESIDENT: Personnel Committee is in process of setting up a meeting date to begin Director’s evaluation process. At this time, considering ways to facilitate January strategic planning retreat. MI attended finance committee and common council meetings.

REPORT OF THE DIRECTOR: Director reported on items in attached Director's report, including that at this point have been able to stay open despite staff absences. Several maintenance projects have been delayed, but library will be included in video security project and Wifi has been upgraded. The Library has not been able to do some events and is needing to rethink others, but have been able to do coffee fundraiser. Quarantine requirements for materials have changed. It is expected the Library will still be able to accomplish everything in the Action Plan this year, except study room usage evaluation due to pandemic. Director has worked with City on sales tax issue and payment process.

REPORT OF THE FRANKLIN PUBLIC LIBRARY FOUNDATION - The Foundation has written end of year letter, which will be going out towards end of November.

REPORT ON COLAND ACTIVITY – T. BERRES - No activity

UPCOMING BOARD MEETINGS: November 23, 2020 at 6:00 p.m. Location TBD.

Adjourn: AV moved to adjourn the meeting at 6:52 p.m.; RB seconded. Motion carried.

Respectfully submitted, JWK, Library Board Secretary