



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)	X
Judy Mueller (JM) <i>School District Administrator</i>	Excused	Annemarie Vitas- Oklobdzija (AV)	X	Ald. Kristen Wilhelm (KW) <i>Aldermanic Representative</i>	X

Call to Order and Roll Call – Maria Imp called the meeting to order at 6:02p.m. and held roll call.

Public Comment (no action may be taken on issues raised unless otherwise on the agenda). No public comment. Maria Imp relayed story about small town in Illinois that had library that she visited. The Director at that library was very excited to have a thriving summer program.

Approval of the Minutes from the Regular Meeting of the Board of Trustees on August 23, 2021. MK moved to approve the minutes of the regular meeting of the Board of Trustees on August 23, 2021; AA seconded. Motion carried.

Finance Committee – A. Aleksandrowicz

- a. Approval of Vouchers and Invoices
 - i. Fund 15—AV moved to approve invoices out of Fund 15 for \$13,143.95; RB Seconded. Motion carried.
 - ii. Fund 16—AV moved to approve invoices out of Fund 16 for \$3,271.89; RB seconded. Motion carried.
- b. Treasurer’s Report

Fund 15 - Budget: 66% for expenses; 95% of revenues received. Expenditures running slightly below budget. Electricity was high this summer. Discussed natural gas usage is also high. Otherwise doing well in Fund 15. Investments are better than when had funds in a bank account but believe investments are controlled by the City at this point.

Fund 16 - Revenue is 94%. The library is starting to generate more money through sales and rooms. Office supplies and subscriptions appear to be running high, but expenditures for year are 65.5% compared to expected 65.58%. \$60 difference between City's postings, which appear to be due to taxes and posting timing. Nothing jumped out as unusual on credit card, but did charge \$1742.03 to it. While there is money left in computer budget, will use before end of year on server, laptops and public computer replacement, but have reduced from 13 to 9 computers. The Board discussed transitioning from desktops to laptops and alternative supply sources for computers to reduce costs and potentially studying what patrons use computers for and useful life of computers.

Business:

- a. **Discussion and Possible Action Regarding Committee Assignments.** No requested changes by Trustees from current assignments. MI moved to continue 2020 committee assignments; AV seconded. Motion carried.
- b. **Discussion Regarding the 2022 Mayor’s Recommended Budget and the Impact on Franklin Public Library.** JL met with Peggy on Friday, who suggested the Library look for ways to save; but with regard to personnel acknowledged that increases are high. Discussed the need for library information gathering in creating the library budget. City has compensation number and budgeted increases, but budget includes number that is less than what is necessary for current personnel. JWK suggested can only meet by decreasing staff. City Finance committee will make recommendations. The library receives a levy percentage, but this appears to be going down and does not account for pay increases required by City, or additional utilities. Mayor and Finance are

primarily involved in creating budgets for year and typically request information, but did not request from library and did not look at how it spends money. City believes the library is adding positions, but not accurate. The City did reduce expenses for various items like benefits, computer usage, and subscriptions; whereas some other expenses are set. Discussed whether library is paying for some services for other city departments. In sum, \$10,000 less revenue in budget on top of built in deficit. Finance committee meeting tomorrow at 4pm. Discussed control of salaries by City and contacting Finance committee and ways to implement potential cost savings. Budget appears to be suggesting will have \$884,000 in fund balance, when will only have \$479,399. Because of required capital expenditures will be at \$221,000 which may be below recommended funding percent for fund balance which may result in not being able to approve building improvements.

c. Policy Review

- i. **Posting and Distribution Policy** (Formerly Public Display Policy): Do not want to regulate content because of legal concerns. Have tried to address in other ways via limiting who can post and provision that Library Director must approve. Discussed information provided by City Attorney regarding content and that Library will need to contact City Attorney if concerned about content. Mi moved to approve revised policy; AV seconded. Motion carried.
- ii. **Public Relations Policy** New Marketing Plan will supersede and JL is recommending remove policy. AA moved to repeal Public Relations Policy; RB seconded. Motion carried.

Update on Past or Upcoming Council Actions Relating to the Library—K. Wilhelm referred to discussion on budget.

Update on Franklin Public Schools Matters Relating to the Library—J. Mueller. None

Report of the President. MI reminded Trustees that City is now requiring Board to record all of meetings and may affect all committee meetings. Discussion occurred on whether City can dictate how Board memorializes meetings.

Report of the Library Director – J. Loeffel

- a. Monthly Activity of Library Director & Library: Trustees should read report. AV update delayed; 18 trunks for Halloween; working with Milky Way on fundraiser; and trivia fundraiser cancelled. Did have network problem in August and MCFLS explained what happened. Discussed raffle license for Halloween. Library is doing inside story telling with mask requirement and have responded to some issues which have been raised. JL determined tankless water heaters are not feasible.
- b. FPL @ a Glance Statistics Report - Attached to packet

Report of the Franklin Public Library Foundation. J. Loeffel and A. Vitas-Oklobdzija informed Trustees that Foundation donated \$10,000 for furniture for study room. Looking at some other fundraising activities, including over summer and potentially doing cookie walk.

Report on COLAND Activity. T. Berres reported between regular meetings. Committees are meeting and advising DPI on library and network development. As issues occur report to DPI with recommendations. Should pass anything regarding what libraries are doing to TB.

Upcoming Library Board Meetings: Regular Trustees Meeting: Monday, October 25, 2021 at 6:00 p.m. in the Fadrow Meeting Room.

Adjourn: AV moved to adjourn 7:58pm; AA seconded. Motion carried.

Respectfully submitted, Judi Williams-Killackey, Library Board Secretary