

**Minutes of the Franklin Public Library Board of Trustees Regular Meeting, held in the Franklin Public Library Sievert Room, 9151 W. Loomis Rd. Franklin, WI on November 23, 2015**

Meeting called to order by President, Dennis McKnight at 6:03 p.m.

**Roll Call:** Present – Dennis McKnight, Tom Loew, Alderman Doug Schmidt, Karen Wesener, Mike Karolewicz, Tim Solomon. Diane Oleson, Bob Donohoo, Dr. Steve Patz – excused. Others present – Rachel Muchin Young.

**Public Comment/Visitors:** Judy Roberts, Sue Reinhardt. Judy presented a check representing one half of the cost of the Children's Desk remodel. Paul Rotzenburg, Director of Finance for the city, explained the request for a budget for Fund 16 which is the combined Fines & Fees and Donation accounts. (See attachment F from the meeting packet.)

**Correspondence:** A survey respondent suggested that the Library be open for 7-8 hours on Sunday's year round.

**Approval of Minutes from meeting of October 26, 2015:** Motion made by Mike, seconded by Tom to approve the minutes with one spelling correction. Motion approved.

**COMMITTEE REPORTS:**

**Finance** – Motion made by Tom, seconded by Doug to approve invoices in the amount of \$29,354.43. Motion approved. Motion made by Doug, seconded by Tim to approve the Treasurers report. Motion approved.

**City Matters** – Doug reported that the 2016 budget was approved by the Common Council with no changes.

**President** – Dennis commented that the compensation changes will make us more competitive in the industry.

**Director** – Rachel and other staff members attended the Wisconsin Library Association Annual Conference. Many interesting topics were covered and it was a worthwhile event. The new custodian is doing a very fine job.

Activities the weekend of December 5-6 include: Historical Society tree lighting, caroling, Santa visit and hay rides. The fireplace is fixed as is a leak in the Men's bathroom. We will begin working with a vendor who will take our unsold books. They provide materials and pay for shipping. 3M has been sold to Bibliotecha. How this will affect our gate security, self check, RFID tags and 3M Cloud Library remains to be seen. Rachel will look into using email to communicate with the community/card holders regarding Library activities. See more in written report.

**Friends** – December 12 & 13 is the Craft sale and Social.

**Foundation** – Nothing to report.

**Building and Grounds** – As noted previously, the fireplace is fixed.

**Personnel** – The Finance and Personnel Committee met and voted to suggest the full Board approve the compensation changes. This will be on the December agenda for a vote.

**Strategic Plan & Capital Projects** – Mike reported on the MU program on October 29, regarding the Future of the American Public Library. There were good topics and take away ideas.

**Other Business:**

- **Relationship between Board of Trustees and Friends Group:** The Board committee met to discuss issues and finalize suggestions. A meeting with representatives from the Friends is set for February 16, 2016.
- **Status of upcoming initiatives:** The 3D printer has been ordered; sewing machines have arrived. DPW will remove the old children's desk, clean the carpet and replace carpet tiles as needed in the area. Work should be done and new desk installed in January.
- **Fund 16:** Motion made by Tim, seconded by Tom, to accept the budget for the combined Fines & Fees and Donation Accounts as set forth in Attachment F of the meeting packet. Motion approved.

**New Business:**

- **Mobile Hot Spot Policy:** Motion made by Mike, seconded by Tom to approve policy set forth in Attachment G with two changes: in the first paragraph "over the age of 18" will be replaced with "age of 18 and over"; In paragraph two, a reference to the loan policy will be added. Motion approved.
- **2016 Holiday and special hours calendar:** Discussion/vote tabled until December meeting.
- **Shelvers Wage Proposal:** The city suggests using the same step wages for shelvers to work through the range of pay as the rest of the staff. Motion made by Mike, seconded by Doug to follow the city recommendation. Motion approved.

**Next Trustee meeting is Monday, December 28, 2015, 6:00 p.m. in the Sievert Room.**

**Friends and Trustee Committee Meeting is Tuesday, February 16, 2016, 6:00 p.m.**

**Motion made by Tim, seconded by Doug to adjourn meeting. Motion approved. Adjournment at 8:00 p.m.**