

**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 Tuesday, December 29, 2015**

Meeting called to order by President, Dennis McKnight at 6:00 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.

**Correspondence:** Rachel read a thank you regarding culled children's books that were donated to Franklin, Cudahy and Brown Deer schools.

**Approval of Minutes from meeting of November 23, 2015:** Motion by Doug, second by Tom to approve minutes. Motion approved. Bob abstained.

**COMMITTEE REPORTS:**

**Finance** – Motion by Tom, second by Bob to approve invoices in the amount of \$39,936.97. Motion approved.

**City Matters** – Doug reported there will be a public hearing regarding the Rock Complex expansion proposal.

**President** – Dennis thanked everyone for their flexibility in meeting tonight after the weather related cancellation yesterday. Three letters were received regarding the decision to ask the Books for Soldiers to relocate out of Library space. Dennis responded. The Friends have requested a copy of the agenda and attachments for the November and December 2015 meetings and for meetings going forward. Dennis met and had discussion with the new city planner/development officer. Dennis reported completion of/significant progress toward the 4 major items we wanted to accomplish in 2015 – MakerSpace; procure meeting room table; children's desk remodel; purchase and placement of Hives. Dennis appointed himself and Diane to the nominating committee for 2016 Officers.

**Director** – Circulation will be close to 500,000 for the year. A third WiFi hub has been added to the building. In one week 565 clients connected using a mobile device. Explained new Databases and online course offerings. These new categories will be added to the At-A-Glance numbers for 2016.

**Friends** – Nothing to report.

**Foundation** – Nothing to report.

**Building and Grounds** – Children's desk expected to be installed in January. Bubblers in lobby are fixed.

**Personnel** – Motion by Bob, second by Tim to approve wage adjustments for the Library employees who occupy the positions of Director, Assistant Director and Circulation Supervisor as set forth in the City of Franklin Employee Classification and Compensation Plan and approved/adopted by the City of Franklin Common Council. Motion approved.

**Strategic Plan & Capital Projects** – Mike suggested that we prioritize the marketing of the Library and begin using email to communicate with patrons regarding programs and items of interest to our patrons.

**Other Business:**

- **Wage adjustment:** Discussed above
- **Relationship between Board of Trustees and Friends Group:** Meeting is February 16, 2016.
- **Status of upcoming initiatives:** Children's desk discussed above. MakerSpace items are arriving.
- **2016 Holiday Schedule:** Motion by Bob, second by Diane to accept the Holiday schedule as set forth in attachment H of the meeting packet. Motion approved.

**New Business:**

- **Budget amendment GL#15-0511-5816:** Motion by Tim, second by Doug to move \$9,000 from 2015 GL account #15-0511-5816 to 2016 GL account #15-0511-5816. Motion approved.
- **Budget amendment GL#16-0511-5816:** Motion by Doug, second by Mike to move \$25,000 from 2015 GL account #16-0511-5816 to 2016 GL account #16-0511-5816. Motion approved.
- **2016 Trustee meetings:** Motion by Mike, second by Doug to approve the meeting schedule as set forth in attachment I of the meeting packet. Motion approved.

**Next Trustee meeting is Monday, January 25, 2016, 6:00 p.m. in the Sievert Room.**

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

**Motion by Bob, second by Doug to adjourn meeting. Motion approved. Adjournment at 7:41 p.m.**