The Frankfort Community Public Library Board of Trustees met at 7:10 p.m. The meeting was held at the Frankfort Community Public Library. President Pam Nichols presided. Present were Tim Anno, Mike Brackett, Esmeralda Cruz, and Chad Kozuch. Also present was Morgan Maldonado, Director. Jill Garrison and Diane Bever were also present. Peggy Kloenne and Wayne Williams were not present.

MINUTES: Mike Brackett made a motion seconded by Chad Kozuch to accept the August 14, 2023 Board Minutes. The motion carried.

TREASURER’S REPORT: Certified shares for September have been received.

DIRECTOR’S REPORT: Notice to tax payers regarding the 2024 Budget was published and the public hearing was today. The budget will be adopted at the October 9, 2023 board meeting.

Water and sewer bills have been high, and it may be due to the cooling tower. Parts have been ordered.

Morgan has noticed a decrease in incident reports.

91 artists signed up for the Annual Art Show and the Friends of the Library are accepting $60 pledges from Art Show Patrons.

The restrooms in Harry’s now have new doorknobs with keys.

PATRON COMMUNICATION: Patron said the genealogy program, Don’t Put All Your Trees in One Basket was the best yet. A patron thanked library staff for all the years they spent in the library as a teen and said they will be back as an adult.

APPROVAL OF BILLS: Esmeralda Cruz made a motion, seconded by Mike Brackett to approve the bills for payment. The motion carried.

OLD BUSINESS:
Facilities: Staff door project is done and staff have keys that work.

NEW BUSINESS:

Board Member Opening: Wayne Williams' position on the Board will need to be filled. Rodney Warn has agreed to fill the position, and his name will be taken to the School Board for them to vote on appointing him to the Board at their meeting on 9/12/23.

Bonuses for Tech Services/Circulation and Youth Services Managers Mike Brackett made a motion, seconded by Chad Kozuch to approve the bonuses. The motion carried.

Security: Off Duty Police Officers Mike Brackett made a motion, seconded by Tim Anno to extend security through the end of October. The motion carried.

2024 Operating Budget: Discussion about the proposed 2024 budget. "8/30/22" should be changed to read 8/30/23. Morgan explained that marketing professional services had been moved from the "professional services" fund to the "marketing" fund. Maintenance plan was discussed, and Morgan will update the current maintenance plan with the Facilities Manager. Morgan will also meet with Rick Anderson from Veregy, so he can follow up with the Board soon.

Library Policies:

Meeting Room Policy: Mike Brackett made a motion, seconded by Tim Anno to accept the Meeting Room Policy with the changes discussed. The motion carried. A copy is attached.

Lost and Found Policy: Esmeralda Cruz made a motion, seconded by Chad Kozuch to accept the Lost and Found Policy with the changes discussed. The motion carried.

Community Bulletin Board Policy: Mike Brackett made a motion, seconded by Esmeralda Cruz to accept the Community Bulletin Board Policy with the changes discussed. The motion carried.
Confidentiality of Library Records: Mike Brackett made a motion, seconded by Chad Kozuch to table the Confidentiality of Library Records Policy. The motion carried.

Video Surveillance Policy: Esmeralda Cruz made a motion, seconded by Tim Anno to accept the Video Surveillance Policy with the changes discussed. The motion carried.

November Board Meeting Date

Chad Kozuch made a motion, seconded by Mike Brackett to move the November Board meeting date from November 13 to November 6, 2023. The motion carried.

TRANSFERs: None

ADJOURNMENT:

Esmeralda Cruz made a motion, seconded by Tim Anno to adjourn the meeting. The motion carried.

Pam Nichols, President

Chad Kozuch, Vice President

Peggy Kloenne, Secretary

Board Members