1. Meeting called to order at 6:30 pm

2. Roll call: Susan Stevens, Susan Pepper, Rick David, Janice Chekaskey, Kim Greidanus, Teresa Natzke, Robin Rosen

3. Agenda approved: Rick motioned to approve the agenda; Janice seconded it. All in favor.

4. Minutes from November: Janice made the motion to approve the minutes with the small change that Rick recommended. Susan S. seconded it. Teresa did the roll call and the motion was approved unanimously.

5. New business-

Possible library survey of Franklin residents:

* A survey was sent out in 2008 and then another online in 2012. The response rate was not recorded, but the outcomes were. Susan Pepper asked that the responses be sent out so that we can evaluate the responses. Teresa believes the best way to deliver the survey is by mail.
* Susan and Rick want to look at possibly creating new services, evaluating the new services, and then determine what services may be unmet, particularly during this pandemic period. They suggest looking at other local organizations, groups, and neighboring libraries and see what they are doing, in terms of surveys and programming. The best survey method must be determined and the leadership must be committed to using the information and making changes, as determined by the survey.
* Rick added that the Village is beginning to do a water survey. Every Villager will be exposed to this survey and it will be sent out by mail but the responses can be done online. We can likely use the Village’s list and their method of mailing. Rick reminded us that there is a Village election in May so this should be done well before this.
* Discussion ensued about the pros and cons of waiting or moving forward now.
* Teresa suggested that Florence can work on getting our message out in a variety of ways.
* Janice suggested an Open House in 2021 to introduce people to the services the library offers, like a “Welcome Back to the Library”
* Rick would like to examine why so many residents do not have library cards.
* Susan P. has a possibility of someone who can put the survey together professionally and Teresa suggested that Susan and Rick be given a budget to go forward with this. Susan Pepper suggested that we not exceed $7500.00 and if the project were to cost more than this, we should pause and take a look at whether we want to do this at this time.
* It was suggested that we wait until late February/early March as a more realistic time frame.
* Susan S. made a motion that we do do a survey for 2021 and we retain appropriate professional assistance to develop, distribute and analyze the results, with a budget, not exceeding $7500.00, with the money coming out of our unassigned fund balance. Kim seconded this. Teresa did the roll call and the motion was passed unanimously.

Holiday gifts for staff

* Consistent with past practices and in accordance with the Library’s compensation budget, Teresa proposed that year end holiday payments, in the form of small cash payments, be given to Library staff members. The amounts will be on a sliding scale and be the same as that given in the prior year. As these expenditures are in compliance with our budget, as adopted, there is no specific action required by the Board.

Acceptance of Fiscal 2020 Auditor’s Report

* The Board treasurer referred to the Report from the Independent Auditor on the Library’s financial statements as of and for the year ended June 30, 2020.
* The auditor’s report was ‘Unqualified” indicating there is nothing that needs to be changed at this time.
* Rick moved that we accept the auditor’s report for the year ending June 30, 2020. Kim seconded it. Teresa did the roll call and the motion was passed unanimously.

Board meeting schedule for for 2021

* As is the practice of the Board, monthly meetings will be scheduled for the second Thursday of every month,(except for July) and Teresa will send the list of dates to all.It appears that there are no conflicts with holidays.
* At this time, there is still an expectation that as a public body, we will be required to hold in-person meetings once again, beginning in January, 2021 but we are awaiting an update on this from the Governor’s office..

Election of board positions

* Rick proposed that the following slate of officers be elected for a one year term.
* Susan Stevens - President
* Susan Pepper - Vice President
* Robin Rosen - Secretary
* Rick David - Treasurer
* Kim Greidanus - Buildings and Grounds Supervisor
* Janice Cherkasky - Friends Liaison
* Susan Pepper seconded it. Teresa polled the members and the motion passed unanimously.

6. Old business

* Janice reported on the December, 2020 Friends of the Library meeting and their discussion of what to do with $6000 that is available to us to use. Teresa has asked for a new book shelf, rugs, chairs for the outdoor area, an awning or some sort of structure to store things, etc. Sponsorship ideas were also discussed though this is not something that has been done in the past. Teresa reminded us that the erection of any permanent structures would have to go through the Franklin historical commission for approval. Rick asked what the process is for actually getting the furnishings, etc, from the Friends. Teresa explained that we pick out the items and tell them what we want, and they provide the money.

7. Treasurer’s Report:

* Rick reported on the budget and stated that we are in good financial shape.
* Rick explained that he explored potential investments for excess cash balances but current rates are miniscule.
* Kim reminded us that we are not supposed to hold money but rather, use it for projects and needs. She suggested that we may want to look at places to spend it.
* Rick made a motion that we approve the monthly reports and Susan Stevens seconded it. Teresa did the roll call and it was approved unanimously.

8. Librarian’s Report

* Teresa proposed that we continue to offer only curbside for the time being. Florence has started to put out a cart on Wednesdays of new books, calling it “Browsing Wednesdays”.
* Teresa gave a verbal report of the use of the library since November.

9.Maintenance Report

* No maintenance issues currently

10. Public Comments

* Rick reported that the :Library of Michigan training sessions were quite helpful and based on a review of certain statistics of similar sized libraries, our library is in very good shape and offers significant value to the community..

Next meeting: January 14, 2021

11.Meeting adjourned at 8:05 pm.

Respectfully submitted by Robin Rosen, secretary.