

Franklin Public Library  
 Finance Committee Meeting  
 July 13, 2023  
 Minutes—Approved May 16, 2024



**ATTENDANCE:**

Name	Attended	Name	Attended	Name	Attended
Alan Aleksandrowicz	X	Terry Berres	X	Mike Karolewicz	X

**ALSO ATTENDED:** Jennifer Loeffel, Library Director; Danielle Brown, City of Franklin Finance Director

- I. **Call to Order:** The meeting was called to order at 2:02 p.m.
- II. **Visitors:** None
- III. **Public Comment:** None
- IV. **Approval of the Minutes from the March 16, 2023 Finance Committee Meeting:** M. Karolewicz motioned to approve; A. Aleksandrowicz seconded. Motion carried.
- V. **Business:**
  - a. **Introduction of Danielle Brown, Director of Finance and Treasurer for the City of Franklin:** Danielle Brown introduced herself and gave a summary of her background and how she ended up at the City. She previously worked as the Deputy Treasurer for the City of Waterford.
  - b. **Review and Discussion of the 2024 Budget Request Timeline:** Jennifer presented the timeline of the 2024 budget with important dates. Personnel and capital requests are due by Friday, July 21. Operating budget requests are due Monday, August 7. The goal is to have the Mayor’s Recommended Budget completed by Friday, September 1. The Mayor’s Recommended Budget will be presented at the Tuesday, September 19 Common Council meeting.
  - c. **Review and Discussion of the 2024-2026 Budget Projection, Including Capital and Operating Expenditures:** The Finance Committee discussed the 3-year budget projection put forward by A. Aleksandrowicz. At this time, it is hard to predict what might happen with inflation and the Committee felt the increases that were built in were reasonable. Jennifer will be meeting with the Building & Grounds Committee on July 18 and will have them prioritize capital requests for the next three years.
  - d. **Recommendation Regarding the 2024 Budget-Departmental Request to the Franklin Public Library Board of Trustees:** The Finance Committee recommended using the numbers for the 2024 Budget-Departmental Request based on the 2024 budget projection discussed.

**ADJOURNMENT:** M. Karolewicz motioned to adjourn at 3:03 p.m.; T. Berres seconded. Motion carried.

Respectfully submitted, Jennifer Loeffel, Library Director