

**Rhineland District Library Board of Trustees**  
**Minutes from the Regular Meeting**  
Tuesday, March 15, 2022, 2:30 PM  
Rhineland District Library  
106 North Stevens Street  
Meeting Room

The Board of Trustees may go into executive session as allowed by Wisc. Stat. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data) require a closed session. (The Board will convene in open session immediately following any closed session)

*Due to the elevated level of COVID-19 Virus variants, masks will be recommended to be worn in the library at all times.*

1. Call to order/roll call

**The regular meeting of the Rhineland District Library Board of Trustees was held on 3/15/2022.**

**President Tom Kelly called the meeting to order at 2:33 P.M. The meeting was properly noticed, and a quorum was present.**

**MEMBERS PRESENT:** Tom Kelly, Diana Harris, Harry Whidden, Dennis Carriere, Ruth Yaeger, Laura Effinger-Tooke,

**MEMEBERS NOT PRESENT:** Donna LeClair, Kira Loomis, Carla Chropkowski

**STAFF & OTHER GUESTS:** Debbie Valine, Associate Director; Denise Chojnacki, Children's Services Manager, Cathy Oelrich, Adult Services Manager (rec.); Esther O'Brien

2. Approve agenda

**Whidden/Carriere motion to approve agenda, with permission for President Kelly to move agenda items around. All aye. Motion carries.**

3. Approve February 15, 2022, Regular Board Meeting Minutes

**Kelly/Whidden motion to approve the board minutes from February meeting with correction of date to 2022. All aye. Carriere obtained. Motion carries.**

4. Introductions of guests in meeting – **Esther O'Brien**

5. Public Comment (limited to 2 minutes)

6. Correspondence and media

7. Review financial reports

a. Review / approve "City Fund 203 - Library Operations Fund" report

**Tooke-Effinger/Harris motion to approve "City Funds 203" – Library Operations Funds. All aye. Motion carries.**

b. Approve "RDL -- City Accounts" bills and claims

**Kelly/Tooke-Effinger motion to approve "RDL-City Accounts" Bill and claims. All aye. Motion carries.**

c. Approve "RDL -- Board Accounts" bills and claims

**Kelly/Harris motion to approve "RDL-Board Accounts" bills and claims. All aye. Motion carries.**

d. Year End 2021 financial reports

8. New Business (discussion and action, if any)

a. The Board of Trustees may go into executive session as allowed by Wisc. Stat. 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data) require a closed session. (The Board will convene in open session immediately following any closed session)

i. Leave Balance compensation payout

**Kelly/Carriere motion to go into closed session. Roll call vote: Kelly – aye; Harris – aye; Whidden – aye; Carriere – aye; Yaeger-aye; Tooke-Effinger-aye. All aye. Motion carries.**

**Kelly/Whidden Motion to leave closed session. Roll call vote: Kelly – aye; Harris – aye; Whidden – aye; Carriere – aye; Yaeger-aye; Tooke-Effinger-aye. All aye. Motion carries.**

**Motion passed in closed session to pay out Leave Balance for Susan Lammert in the amount of \$2,349.54. And happy retirement.**

b. Recording Meetings

**Whidden/Tooke-Effinger motion to not record the board meetings. Roll call vote: Kelly – aye; Harris – aye; Whidden – aye; Carriere – aye; Yaeger-aye; Tooke-Effinger-aye. All aye. Motion carries.**

c. Ch 1 By Laws and 2 Mission/Roles

d. New Discovery Catalog and Book Lists

9. Old Business

a. Building open update

b. Ch. V. Collection Development Policy

10. Management reports

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- a. Director's Report
- b. Adult Department Report
- c. Children's Department
- 11. Property committee report
- 12. Foundation Report – **New officers elected – Ransey Osness – President; Michael Carlson – Treasurer. Spring Capital campaign – presenting scrolling sign option.**
- 13. Friends Report—Next Meeting 3/22/2022
- 14. Building Committee Report Next Meeting:3/17/2022
- 15. Accept minutes 2/10  
**Carriere/Whidden motion to accept the minutes from February Building Committee report. All aye. Motion carries.**
- 16. OCLB report—Next meeting 3/24/2022
- 17. Town representatives report – **SDR partnership with the library; Newbold – none ; City of Rhineland - Carriere – 3 year term request submitted; Crescent- summer programming use of town hall property; Pine Lake-none; Pelican – not present.**
- 18. Items for future agenda
  - a. Continued review of policy
  - b. Trustee Essentials
  - c. Building Committee
- 19. Adjourn  
**Meeting was adjourned at 3:40 P.M.**

Tom Kelly, President or Donna LeClair, Vice President

\_\_\_\_\_ Date: \_\_\_\_\_

Virginia Roberts, Director

\_\_\_\_\_ Date: \_\_\_\_\_