

Rhineland District Library Board of Trustees
Minutes from the Regular Meeting

Tuesday, May 10, 2022, 2:30 PM
Rhineland District Library
106 North Stevens Street
Meeting Room

1. Call to order/roll call

The regular meeting of the Rhineland District Library Board of Trustees was held on 4/12/2022. President Tom Kelly called the meeting to order at 2:32 P.M. The meeting was properly noticed, and a quorum was present.

MEMBERS PRESENT: Tom Kelly, Donna LeClair, Harry Whidden, Ruth Jaeger, Laura Effinger-Tooke, Carla Chropkowski, Diana Harris.

MEMEBERS NOT PRESENT: Dennis Carriere

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

2. Approve agenda

Whidden/LeClair motion to approve the agenda. All aye. Motion carries.

3. Approve April 12, 2022, Regular Board Meeting Minutes

Kelly/LeClair motion to accept the minutes. All aye. Chropkowski and Harris abstain. Motion carries.

4. Introductions of guests in meeting – **New City of Rhineland representative, Bill Freudenberg.**

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

Kelly/Chropkowski motion to approve “City Funds 203-Library Operations Funds”. All aye. Motion carries.

- b. Approve “RDL -- City Accounts” bills and claims

Kelly/Effinger-Tooke motion to approve “RDL-City Accounts” bills and claims. All aye. Motion carries.

- c. Approve “RDL -- Board Accounts” bills and claims

Kelly/Effinger-Tooke motion to approve “RDL-Board Accounts” bills and claims. All aye. Motion carries.

Kelly/LeClair motion to approve payment of late bills for May. All aye. Motion carries.

- d. Year End 2021 financial reports – **Defer to next month.**

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

- a. Trustee Essentials

- b. Cross County Payment Overview

- c. Ch 1 By Laws & 2 Mission/Roles

- d. ½ day Safety in-service – May 18th, opening at 12:30pm.

Kelly/Whidden motion to approve closure for staff in-service on Wednesday, May 18th. All aye. Motion carries.

- e. Mini-marketing plan update

9. Old Business

- a. Building open update – Adding evening hours in the fall.

- b. Ch. V. Collection Development Policy

Chropkowski/LeClair motion to update Collection Development Policy and adopt new policy as written. All aye. Motion carries.

10. Management reports

- a. Director’s Report

- b. Adult Department Report

- c. Children’s Department

11. Property committee report

12. Building Committee Report:

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- a. Report on Meetings April 7th, 22 & 28, 2022
Kelly/Effinger-Tooke motion to accept the minutes of the Building Committee from April 7th, April 22nd, and both from April 28th. All aye. Motion carries.
 - b. Report on RFP interviews
 - c. Accept minutes
 - d. Next Meeting
- 13. Foundation Report Meeting from 5/3/2022
 - 14. Friends Report—Next Meeting 5/17/2022
 - 15. OCLB report—Next meeting 6/23/2022
 - 16. Town representatives report
 - 17. Items for future agenda
 - a. Continued review of policy
 - b. Trustee Essentials
 - c. Personnel Committee Members
 - 18. Adjourn
Meeting was adjourned at 3:25 P.M.

Tom Kelly, President or Donna LeClair, Vice President

_____ Date: _____

Virginia Roberts, Director

_____ Date: _____