

**Rhineland District Library Board of Trustees**  
**Minutes from the Regular Meeting**  
Tuesday, January 14, 2024, 1:00 PM  
Rhineland District Library  
106 North Stevens Street

1. Call to order//roll call  
**The regular meeting of the Rhineland District Library Board of Trustees was held on 1/14/2025. President Wendt called the meeting to order at 1:00 pm.** The meeting was properly noticed, and a quorum was present.  
**Members present:** Coleen Wendt, Nancy Sattler, Petra Pietrzak, Bill Freudenberg, Dennis Carriere, Gerald Anderson (arrived 1:02 pm), Ruth Jaeger, Dave Daniels.  
**Staff:** Virginia Roberts, Director; Debbie Valine, Associate Director; Denise Chojnacki, Children's Services Manager; Cathy Oelrich, Adult Services Manager (rec.)
2. Introductions of new members and guests in the meeting: Mary Ann Newman, concerned citizen
3. Public Comment (limited to 2 minutes)
4. Correspondence and media
5. Approve agenda  
**Pietrzak/Jaeger motion to approve agenda. All aye. Motion carries.**
6. Approve December 10, 2024, Regular Board Meeting Minutes  
**Freudenberg/Carriere motion to approve December 10, 2024 regular board meeting minutes. All aye. Motion carries.**
7. Consent Agenda/review consent agenda items  
**Pietrzak/Freudenberg motion to approve the consent agenda. All aye. Motion carries.**
  - a. Financial reports
    - i. Review / approve "City Fund 203 - Library Operations Fund" report
    - ii. Approve "RDL -- City Accounts" bills and claims
    - iii. Approve "RDL -- Board Accounts" bills and claims
  - b. Library reports
    - i. Director's Report
    - ii. Adult Department Report
    - iii. Children's Department
    - iv. Statistics
  - c. Committee and other Reports
    - i. Policy Committee
8. New Business (discussion and action, if any)
  - a. Fundraising Consultant Report Presentation to the Board
  - b. New Building Project financial report
  - c. Approve Budget Amendment 2024-4  
**Wendt/Pietrzak motion to approve budget amendment 2024-4. All Aye. Motion carries.**
  - d. Patron issue
  - e. Property Management  
**Wendt/Anderson motions to extend the lease to the beauty salon through December 31<sup>st</sup>, 2025. The board will revisit the 2026 lease in October of 2025 with the term month to month to be stated in the future on any lease paperwork. Roll Call vote – Sattler – Abstain, Jaeger – Aye, Pietrzak – Aye, Wendt – Aye, Freudenberg – Aye, Carriere – Aye, Daniels – Aye. Motion carries.**
  - f. Policy for consideration
    - i. Mission and Roles
    - ii. Performance Evaluations  
**Anderson/Sattler motion to amend the performance evaluation from at least every 3 years to a yearly evaluation. All aye, Carriere – no. Carriere is concerned that it will take the board longer than 1 year to complete and the board will be out of compliance.**  
#1, #2 – Remove the number of appointees  
4B. remove all the numbers from the bullet points except for the 4<sup>th</sup> bullet point and add WVLS to that line.  
**Anderson/Freudenberg motion to mend the 1<sup>st</sup> Amendment and accept all changes as stated above. All aye. Motion carries.**
    - iii. Remote Attendance  
**Anderson/Carriere motion to approve the mission and rules and remote attendance as stated. All aye. Motion carries.**
  - g. Recommendations for the vacant board position  
Pine Lake has no one of interest at this time. Laura Tooke Effinger was suggested to fill the position.

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- 9. Old Business
  - a. Director's review
  - b. 2025 budget  
**Anderson/Freudenberg motion to approve the revised 2025 budget as presented. Roll Call vote – Sattler – Aye, Jaeger – Aye, Pietrzak – Aye, Wendt – Aye, Freudenberg – Aye, Anderson – Aye, Carriere – Aye, Daniels Aye. Motion carries.**
- 10. Town representatives report  
Pelican would like another presentation about the expansion. Ryan Ourada will be joining for the school district. Coleen will be leaving us in May.
- 11. Items for future agenda: ongoing policy revisions, representative appointment, board eval, director eval, foundation report
- 12. Adjourn  
**The meeting was adjourned at 3:12 pm.**

Coleen Wendt, President

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

Virginia Roberts, Director

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