

Rhineland District Library Board of Trustees

Minutes from Regular Meeting

Tuesday, November 12, 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 11/12/2024.

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, Ruth Jaeger.

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

Kelli Hoppe – The Cutting Cabin, Ali Pichowski, Nicolet College, Kim Swisher, KSC, Kassie Krell Bellin, KSC

3. Public Comment (limited to 2 minutes)

4. Correspondence and media

5. Consent Agenda/review consent agenda items

a. Approve agenda

Freudenberg/Pietrzak motion to approve the consent agenda.

Approve October 15, 2024, Regular Board Meeting Minutes – **Edit Agenda with VP to P.**

Freudenberg/Carriere motion to approve minutes with the corrections made. All aye. Motion carries.

Pietrzak/Freudenberg motion to move those items from the consent agenda to discuss statistics,

b. 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

c. Management reports

i. Director's Report

ii. Adult Department Report

iii. Children's Department

iv. Statistics

d. Committee and other Reports

i. Policy Committee

ii. Fundraising Consultant Report to the Board

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

a. Policy Committee—Collection Development (Chapter 5) – table this for now

b. Replace Diana Harris as signer on Peoples State Bank safe deposit box

Carriere/Fredenburg motioned to appoint Coleen Wendt as a signer of the Peoples State Bank safe deposit box and remove Diana Harris. All aye. Motion carries.

c. Adding Virginia Roberts as administrator to Peoples State Bank accounts and Safe Deposit Box

Pietrzak/Wendt motion to add Virginia Roberts as administrator to Peoples State Bank accounts and safe deposit box. All aye Motion carries.

d. New Building Project financial report

e. Recognition of Service

Harry Whidden 15 years on the board, Fred Godding woodworking, Kris Wendt reception.

f. Board Meeting Dates 2025

Wendt/Carriere motion to approve the board meeting dates for 2025 with the April and July Date changes. All aye. Motion carries.

g. Holiday/Closures 2025

h. Arbitration Minutes review

i. Director's review committee

Wendt, Sattler. Out January 1st. Return by February, set date with Virginia to give results in March.

j. Rental properties

Freudenberg motions to extend the lease to the cutting cabin for 12 months without a rent increase. Motion dies.

Pietrzak/Carriere motion to extend a 1-year lease to expire Dec. 31, 2025. Roll Call Vote – Carriere – Aye, Freudenberg – Aye, Wendt – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries.

Wendt/Pietrzak motions to increase the rent from \$725 to \$750. Roll Call Vote – Carriere – Aye, Freudenberg – Aye, Wendt – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries.

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The lower unit on Pelham Street is vacant. It needs to be cleaned, and the tub repaired before it can be rented. Get the unit back to working order, and revisit renting at a later date.

- 7. Old Business
 - a. Policy Committee Report
 - i. Bylaws (Chapter 1)
Wendt/Carriere motion to approve the Bylaws as presented by the Policy Committee. All aye.
Motion carries.
 - b. Board Evaluation – Postpone and revisit in the new year.
 - c. 2025 budget development
 - i. Trustee Essentials Ch 8. <https://dpi.wi.gov/libraries/public-libraries/governance-administration/trustees>
- 8. Town representatives report
- 9. Items for future agenda: ongoing policy revisions, representative appointment, director’s evaluation
- 10. Adjourn

The meeting adjourned at 2:58 pm.

Coleen Wendt, President

_____ Date: _____

Virginia Roberts, Director

_____ Date: _____