

Rhineland District Library Board of Trustees

Minutes from the Regular Meeting

Tuesday, December 10, 2024, 1:00 PM

Rhineland District Library

106 North Stevens Street

The Board of Trustees may go into executive session as allowed by Wisc. Stat. 19.85 (1) (c)(e) 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)

Note pre-meeting for coaching 12:30-1pm

1. Call to order/roll call

The regular meeting of the Rhineland District Library Board of Trustees was held on 12/10/2024.

President Wendt called the meeting to order at 1:03 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: Kassie Krell Bellin, KSC, Laura Tooke-Effinger
3. Public Comment (limited to 2 minutes)
4. Correspondence and media
5. Consent Agenda/review consent agenda items

- a. Approve agenda

Wendt/Pietrzak motion to approve agenda. All aye. Motion carries.

Freudenberg/Pietrzak motion to accept consent agenda with the removal of November 12, 2024, City Accounts bills and claims, Statistics, Adult Department Report,

- b. Carriere/Anderson motion to pay the elevator bill. All aye. Motion Carries Approve November 12, 2024, Regular Board Meeting Minutes

Anderson/Wendt motion to approve November minutes with the changes. All Aye. Motion carries.

- c. Financial reports

Anderson/Wendt motion to approve "RDL – City Accounts" bills and claims. Roll call vote –

Pietrzak – aye, Jaeger – Aye, Carriere – Aye, Freudenberg – Aye, Wendt – Aye, Anderson – Aye, Sattler – Aye. Motion carries.

- 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

- d. Management reports

Anderson/Wendt motion to approve the updated statistics as stated by Virginia. All aye. Motion carries.

Pietrzak had a question about the Landlord/Tenant talk. The report was accepted after the question was answered.

- | | |
|-----------------------------|----------------------------|
| i. Director's Report | iii. Children's Department |
| ii. Adult Department Report | iv. Statistics |

- e. Committee and other Reports

- i. Policy Committee

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

- a. Fundraising Consultant Report to the Board
- b. New Building Project financial report
- c. Approve Budget Amendment 2024-03

Freudenberg/Carriere motion to approve budget amendment 2024-03. All aye. Motion carries.

- d. Calendar

- i. February 2025 Board Meeting—Reschedule 2/18/25

Pietrzak/Anderson motion to approve rescheduling the February Board meeting to February 18th. All aye. Motion carries.

- ii. Library Legislative Day 2/11/25

- e. Bank confirmations for City audit

Anderson/Freudenberg motion to approve bank confirmation for city audit. All aye. Motion carries.

- f. Board Advocacy and Communications—TE chapters included

- g. Recommendations for board appointees

7. Old Business

- a. Lower Pelham rental

Freudenberg/Pietrzak motion to repair the plumbing, raise the rent to \$825 a month, and find a new

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tenant for the lower unit for month-to-month rent until the end of the 2025 fiscal year. All aye minus Carriere – Nay. Motion carries.

b. Policy Committee Report

i. Bylaws (Chapter 1)

ii. Collection Development (Chapter 5)

Carriere/Anderson motion to approve the final draft of the Collection Development Policy (Chapter 5). All aye. Motion carries.

c. Director's review – In January's meeting there will be forms handed out.

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2:32 Pietrzak / Wendt motioned to go into closed session. Roll call vote. All ayes.

a. 2025 budget development

No action taken

b. Leave balance

2:53 Anderson/Pietrzak motioned to return to open session. Roll call vote. All ayes.

Peitzak/Anderson Motioned for the board to agree that Debbie Valine's remaining sick leave accrual may be paid out in a single, lump sum payment.

Roll call vote. All ayes.

9. Town representatives' report
None

10. Items for future agenda: ongoing policy revisions, representative appointment, board eval, director eval.

11. Adjourn

Anderson/Freudenburg. All ayes. Meeting adjourned 3:02pm

Coleen Wendt, President

Date: _____

Virginia Roberts, Director

Date: _____