

# **Rhineland District Library Board of Trustees**

## **Minutes from Regular Meeting**

Tuesday, February 13, 2024, 1:00 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 2/13/2024. Dennis Carriere called the meeting to order at 1:00 pm.** The meeting was properly noticed, and a quorum was present.  
**Members present:** Harry Whidden, Diana Harris, Dennis Carriere, Ruth Jaeger, Nancy Sattler, Coleen Wendt, Petra Pietrzak, Gerald Anderson.

**Members not present:** Bill Freudenberg

**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 meeting

Kim Swisher, KSC, Karsen Daus, KSC, Kassie Krell Bellin, KSC, Sonny Sheffer.

3. Approve agenda

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

4. Approve January 16, 2024, Regular Board Meeting Minutes

**Whidden/Harris motion to approve January 16<sup>th</sup>, 2024, minutes. All aye. Wendt and Pietrzak abstain. Motion carries.**

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

**Carriere/Jaeger motion to approve "City Fund 203 – Library Operations Fund" report. All aye. Motion carries.**

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

**Harris/Pietrzak motion to approve "RDL – City Accounts" bills and claims. Roll call vote – Whidden – Aye, Carriere – Aye, Jaeger – Aye, Sattler – Aye, Anderson – Aye, Wendt – Aye, Pietrzak – Aye. All aye. Motion carries.**

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

**Carriere/Wendt motions to approve "RDL-Board Accounts" financial report. Roll Call vote – Whidden – Aye, Carriere – Aye, Anderson – Aye, Jaeger – Aye, Sattler – Aye, Wendt – Aye, Pietrzak - Aye. All aye. Motion carries**

d. Signatories for accounts and safe deposit box

**Harris/Whidden motion to remove Tom Kelly from Signatory and safe deposit box and add Petra Pietrzak to both signatory and safe deposit box. All Aye. Motion carries.**

8. Fundraising Consultant Report to the Board

9. Management reports

a. Director's Report

b. Adult Department Report

c. Children's Department

d. Statistics

10. Property committee report

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

a. Annual Report to DPI

i. Public Library Annual Report

ii. Statement Concerning Public Library System Effectiveness

"The library system, WVLS, did provide effective leadership and adequately meet the needs of the library."

**Anderson/Wendt motioned to approve**

Rhineland District Library is in compliance with system membership requirements.

**Wendt/Anderson motioned to approve.**

b. Grant Application Requests

**Wendt/Whidden motion to approve Denise to apply for an early literacy grant through Dollar General. All aye. Motion carries.**

c. BOT officer nomination committee

President nominations – Bill, Diana, Petra; Vice President nomination – Coleen, Nancy.

**Special meeting – Tuesday February 27<sup>th</sup> at 1pm or Tuesday, March 26<sup>th</sup> at 1pm.**

d. Policy

# Rhineland District Library Board of Trustees

## Minutes from Regular Meeting

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Rhineland District Library

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Meeting Room

- i. Chapter 1
- ii. Chapter 3
- iii. Chapter 5
- iv. Meeting Room Policy

### 12. Old Business

- a. Board annual review
- b. 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)

Director annual review

**Harris/Whidden motion to go into closed session at 2:14 pm. Roll call vote. All aye. Motion carries.**

**Harris leaves the meeting at 2:52 pm**

**Wendt/Whidden motion to leave closed session at 3:00 pm. Roll call vote. All aye. Motion carries.**

No Action taken in closed session

- c. Trustee Essentials – table until next meeting

### 13. Foundation Report—Next Meeting 3/7/24

### 14. Friends Report—Next Meeting 2/20/24

### 15. OCLB report—Next meeting CANCELLED 2/15/2024

### 16. Town representatives report

**Town of Crescent will be presenting a check to the library for Senior Outreach to aid with helping homebound patrons.**

### 17. Items for future agenda

- a. Board of Trustees Evaluation
- b. Virtual Meeting Policy (Chapter 1)

### 18. Adjourn

**Meeting was adjourned at 3:27 pm.**

Bill Freudenberg, Vice President or presiding member of the Board.

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

Virginia Roberts, Director

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

