

**Rhineland District Library Board of Trustees**  
**Minutes from Regular Meeting**  
Tuesday, May 14, 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 5/14/2024. Vice President Coleen Wendt called the meeting to order at 1:00 pm.** The meeting was properly noticed, and a quorum was present.  
**Members present:** Bill Freudenberg, Dennis Carriere, Nancy Sattler, Coleen Wendt, Petra Pietrzak, Harry Whidden, Gerald Anderson.  
**Members not present:** Ruth Jaeger, Diana Harris.  
**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 – Laura Tooke-Effinger, Kim Swisher, KSC, Kassie Krell Bellin KSC.
3. Approve agenda  
**Sattler/Anderson motion to approve agenda with corrected date and move Fundraising Consultant Report up to #7. All aye. Motion carries.**
4. Approve April 16, 2024, Regular Board Meeting Minutes  
**Freudenberg/Carriere motion to approve April 16, 2024 regular board meeting minutes. All Aye. Motion carries.**
5. Public Comment (limited to 2 minutes)
6. Correspondence and media
7. Fundraising Consultant Report to the Board  
Create a board/foundation to-do list.
8. Review financial reports
  - a. Review / approve "City Fund 203 - Library Operations Fund" report  
**Wendt/Pietrzak motion to approve "City Fund 203 – Library Operations Fund" report. All Aye. Motion carries.**
  - b. Approve "RDL -- City Accounts" bills and claims  
**Anderson/Carriere motion to approve "RDL-City Accounts" bills and claims. Roll Call vote – Sattler – Aye, Pietrzak – Aye, Anderson – Aye, Wendt – Aye, Freudenberg – Aye, Whidden – Aye, Carriere – Aye. All aye. Motion carries.**
  - c. Approve "RDL -- Board Accounts" bills and claims  
**Pietrzak/Anderson motion to approve "RDL-Board Accounts" bills and claims. Roll Call vote – Sattler – Aye, Pietrzak – Aye, Anderson – Aye, Wendt – Aye, Freudenberg – Aye, Whidden – Aye, Carriere – Aye. All aye. Motion carries.**
  - d. Financial Byte
  - e. Approve RDL -- "City Fund 203 - Library Operations Fund" report YE 2023 audited.  
**Carriere/Freudenberg motion to approve "RDL-City Funds 203- Library Operations Funds" report YA 2023 audited. All aye. Motion carries.**
9. Management reports
  - a. Director's Report
  - b. Adult Department Report
  - c. Children's Department
  - d. Statistics
10. Renovation and Expansion Project Capital Campaign Report
  - a. Federal Flex Program application request  
**Carriere/Freudenberg motion to approve Federal Flex Program application request. All aye. Motion carries.**
11. Property committee report
12. Board of Trustee Evaluation Committee Report – Table until next meeting
13. New Business (discussion and action, if any)
  - a. Policy Committee – Table until next meeting
  - b. Cross County Payment letters – 2022 circulation
  - c. Legacy Naming Policy  
**Anderson/Pietrzak motion to approve the RDL building renovations & Expansion levels. All aye. Motion carries.**  
**Pietrzak/Anderson motion to amend the motion to be contingent on verified level amounts with Findorf. All aye. Motion carries.**

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14. Old Business

- a. Virtual meeting attendance policy
- b. Public meeting room policy

**Anderson/Whidden motion to approve the public meeting room policy as presented. Carriere abstains. All aye. Motion carries.**

15. KSC Contract

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)

- a. KSC contract

**Sattler/Anderson motion to go into closed session at 3:31 pm. Roll call vote. All aye. Motion carries.**

**Wendt/Anderson motion to leave closed session at 4:00 pm. Roll call vote. All aye. Motion carries.**

No Action taken in closed session.

16. Foundation Report—Next Meeting TBD

- a. MOU revised 2/2024

17. Friends Report—Next Meeting 5/21

18. OCLB—5/9/24 meeting report, Next Meeting 7/18/24

19. Town representatives report

20. Items for future agenda ongoing policy revisions, Fine Forgiveness

21. Adjourn

**The meeting was Adjourned at 4:09 pm**

Diana Harris, President or Coleen Wendt, Vice President

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

Virginia Roberts, Director

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