

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: _____