

Rhineland District Library Board of Trustees

Minutes from the Regular Meeting

Tuesday, July 16, 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 7/16/2024. 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: Dennis Carriere, Nancy Sattler, Coleen Wendt, Petra Pietrzak, Harry Whidden, Gerald Anderson, Ruth Jaeger, Bill Freudenberg. Diana Harris – **Arrived at 1:06 pm and took over leading the meeting.**

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 - Kim Swisher KSC, Laura Tooke-Effinger

3. Approve agenda

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

4. Approve June 11, 2024, Regular Board Meeting Minutes

Freudenberg/Anderson motion to approve June 11, 2024, Regular Board Meeting Minutes. All aye. 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/Anderson motion to approve the "City Fund 203 – Library Operations Fund" report. All aye. Motion carries.

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

Anderson/Wendt motion to approve "RDL-City Accounts" bills and claims. Roll Call Vote – Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Anderson – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – 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 – Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Anderson – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries

- d. Financial Byte

8. Fundraising Consultant Report to the Board

9. KSC Contract

The Board of Trustees may go into an executive session as Wisc allows. 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)

KSC contract

Fruedenbert/Wendt agree to enter closed session at 1:12 pm. Roll Call Vote: Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Anderson – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries

Wendt/Pietrzak motion to enter open session at 1:24 pm. Roll Call Vote – Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Anderson – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries

Action as result of Closed Session: Wendt/Pietrzak motion to direct Roberts to sign and authorize the KSC Fundraising contract. Roll Call Vote: Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Anderson – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries

10. Management reports

- a. Director's Report

- b. Adult Department Report

- c. Children's Department

- d. Statistics

11. Renovation and Expansion Project Capital Campaign Report

- a. Plan B discussion

- b. Naming opportunities

Freudenberg/Whidden motion to accept RDL Building Renovation & Expansion Giving Levels and Naming Opportunities list as presented. All aye. Motion carries.

12. Property committee report

13. Policy Committee Report – July 24th, 2024 next meeting. Add policies to next month's agenda.

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14. Board of Trustee Evaluation Committee Report – **will be included in the August packet.**
15. New Business (discussion and action, if any)
 - a. 2024 Budget Amendment 2024-01
Anderson/Harris move to approve budget amendment 2024-01. Roll Call Vote – Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Anderson – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye.
 - b. 2024 Budget Review
 - i. 2025 budget development
 - c. Potential ILS merger WVLS& NWLS, NICE outcomes
Harris/Freudenberg motion to approve NICE merger. All aye. Motion carries.
 - d. Consent agenda
 - e. Name tags for Board members
 - f. Outside RDL logo use request
16. Old Business
 - a. Trustee essentials <https://dpi.wi.gov/libraries/public-libraries/governance-administration/trustees>
 - b. WVLS Dashboard tutorial
17. Foundation Report—Next Meeting TBD
18. Friends Report—Next Meeting 6/18/24
19. OCLB—Next Meeting 7/18/24
20. Town representatives report
21. Items for future agenda ongoing policy revisions, Fine Forgiveness, fundraising booth at local events, policy committee review, Board of Trustees Evaluation.
22. Adjourn
Meeting was adjourned at 3:13 pm.

Diana Harris, President or Coleen Wendt, Vice President

Date: _____

Virginia Roberts, Director

Date: _____