

Rhineland District Library Board of Trustees
Minutes from the Regular Meeting
Tuesday, August 13, 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)

1. Call to order/roll call

The regular meeting of the Rhineland District Library Board of Trustees was held on 8/13/2024.

President Diana Harris called the meeting to order at 1:00 pm. The meeting was properly noticed, and a quorum was present.

Members present: Nancy Sattler, Coleen Wendt, Petra Pietrzak, Harry Whidden, Gerald Anderson, Ruth Jaeger, Bill Freudenberg, Diana Harris.

Members not present: Dennis Carriere,

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. Ali Pichowski – Nicolet College, Laura Tooke Effinger, Kim Swisher, KSC, Kassie Bellen, KSC.

3. Approve agenda and July 16, 2024, Regular Board Meeting Minutes

Whidden/Harris motion to approve agenda for 8/13/24 Board meeting. All aye. Motion carries.

Freudenberg/Whidden motion to approve minutes from 7/16/24 Regular Board Meeting minutes. All aye. Motion carries.

4. Public Comment (limited to 2 minutes)

5. Correspondence and media

Consent Agenda

Harris/Freudenberg motion to pull the Fundraising Consultant Report to the Board and Board Accounts "Bills and Claims" to New Business. All aye. Motion carries.

Freudenberg/Harris motion to approve consent agenda. All aye. Motion carries.

a. Review financial reports

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

iv. Approve "RDL—August, early payment "bills and claims"

b. Management reports

i. Director's Report

ii. Adult Department Report

iii. Children's Department

iv. Statistics

c. Committee and other reports

i. Fundraising Consultant Report to the Board

ii. Board of Trustee Evaluation Committee Report

Freudenberg/Pietrzak motion to approve RDL-Board Accounts "Bills and Claims". Roll Call vote – Sattler – Aye, Jaeger – Aye, Pietrzak – Aye, Wendt – Aye, Harris – Aye, Freudenberg – Aye, Whidden – Aye, Anderson – Aye. Motion Carries.

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

a. Fund Equity Transfer(s)

Harris/Sattler motion to approve Fund Equity Transfer as presented. Roll Call vote. Sattler – Aye, Jaeger – Aye, Pietrzak – Aye, Wendt – Aye, Harris – Aye, Freudenberg – Aye, Whidden – Aye.

Motion carries

b. Designating undesignated funds

Pietrzak/ Wendt motions to approve designating undesignated funds to the building project as stated.

Roll Call vote. Sattler – Aye, Jaeger – Aye, Pietrzak – Aye, Wendt – Aye, Harris – Aye, Freudenberg – Aye, Whidden – Aye. Motion carries

c. Financial Byte

d. Board Invoice Process

e. Air conditioner unit(s) - Get bids for replacing 2 on Carnegie's side.

f. Grant Requests

Harris/Freudenberg motion to approve grant request for the Children's Book Project Grant. All aye. Motion carries.

Sattler/Pietrzak motion to approve grant application requests to the USDA Rural Community Grant application & Rhineland Health Foundation Grant (study/meeting rooms) for building project grants. All Aye. Harris abstains. Motion carries.

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g. Fine Forgiveness

Whidden/Freudenberg motion to approve fine forgiveness up to \$45,000. All aye. Motion carries.

h. Policy Review

i. Board Evaluation – Complete by 9/3

j. Fundraising outreach at events – Leave on agenda under old business for future discussion.

k. 2025 budget development

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Harris/Freudenberg agree to enter closed session at 2:32 pm. Roll Call Vote: Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries. Anderson leaves the meeting.

Harris/Whidden motion to enter open session at 3:11pm Roll Call Vote –Whidden – Aye, Freudenberg – Aye, Harris – Aye, Wendt – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries

No Action taken.

7. Old Business: Postponed

a. Trustee essentials <https://dpi.wi.gov/libraries/public-libraries/governance-administration/trustees>

b. WVLS Dashboard tutorial <http://dashboard.wvls.org/#/?code=rh&start=07-01-2024&end=07-31-2024§ion=ils>

8. Town representatives report

9. Items for future agenda: ongoing policy revisions, List of potential donors.

10. Adjourn

Harris Wendt motion to adjourn. All aye. Meeting adjourned at 3:16 pm.

Diana Harris, President or Coleen Wendt, Vice President

_____ Date: _____

Virginia Roberts, Director

_____ Date: _____