

Rhineland District Library Board of Trustees

Minutes from the Regular Meeting

Tuesday, September 10, 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 9/10/2024. Vice President 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, Ruth Jaeger, Bill Freudenberg, Dennis Carriere, Gerald Anderson.

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: Laura Tooke Effinger, Ali Pichowski, Nicolet College.

3. Public Comment (limited to 2 minutes)

4. Correspondence and media

5. Consent Agenda/review consent agenda items

Pietrzak/Sattler motion to approve the consent agenda without the Director's Report & Fundraising consultant's report to the board. All aye. Motion carries.

a. Approve agenda

b. Approve August 13, 2024, Regular Board Meeting Minutes

c. 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

d. Management reports

i. Director's Report

iii. Children's Department

ii. Adult Department Report

iv. Statistics

e. Committee and other reports

i. Policy Committee Report

ii. Fundraising Consultant Report to the Board

Whidden/Fredenburg motioned to evict the tenant from the lower level of the Pelham Street Apartment. All aye. Motion carries.

Fundraising Consultant's Report - Accounting of time, timeline with dates, who is doing what, media information once a month, contact made with recognized potential donors, appointments made with potential donors, with snowbirds first. Freudenberg volunteers to be the liaison between the board and the community engagement committee to help track progress.

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

a. Financial Byte

b. Grant Requests

c. Election of Officers

i. President – Coleen Wendt, Bill Freudenburg

ii. Vice President (if needed)

iii. Treasurer

Anderson nominates Wendt for President and Freudenburg for Vice president, Carriere seconds. All aye. Motion carries. The treasurer's position will stay open until policy has been updated.

d. AC information

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)

AC information

Entered into a closed session at 1:51 pm. Roll Call vote – Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Wendt – Aye, Pietrzak – Aye, Sattler – Aye, Anderson – Aye. Motion carries.

Voted to come out of the closed session at 1:59 pm. Roll Call vote – Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Wendt – Aye, Pietrzak – Aye, Sattler – Aye, Anderson – Aye. Motion carries.

Whidden/Freudenburg motion to approve the bid for \$13,925. Roll Call vote – Carriere – Aye, Whidden – Aye, Freudenberg – Aye, Wendt – Aye, Pietrzak – Aye, Sattler – Aye, Anderson – Aye. Motion carries.

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7. Old Business

- a. Fine Forgiveness – Change over 9/15, public announcement beginning of September.
- b. Policy Review
- c. Board Evaluation – Wendt to replace Harris on the committee. The rest of the evaluations are due by
- d. Fundraising outreach at events – Project North, Dome Expo, CT's
- e. 2025 budget development
 - i. Trustee Essentials Ch 8. <https://dpi.wi.gov/libraries/public-libraries/governance-administration/trustees>
Freudenberg/Whidden motion to send the Budget as present to the municipalities. All aye.
Motion carries.

8. Town representatives report

9. Items for future agenda: ongoing policy revisions

10. Adjourn

The meeting was adjourned at 3:08 pm.

Coleen Wendt, Vice President

Date: _____

Virginia Roberts, Director

Date: _____