

Rhineland District Library Board of Trustees
Minutes from the Regular Meeting
Tuesday September 9, 2025, 1:00 PM
Rhineland District Library
106 North Stevens Street

Remote attendance is available during open session for this meeting. Please call the Library Director to attend remotely.

1. Call to order/roll call
The regular meeting of the Rhineland District Library Board of Trustees was held on 9/9/2025. Vice President Freudenberg called the meeting to order at 1:00 pm. The meeting was properly noticed, and a quorum was present.
Members present: Ruth Jaeger, Dave Daniels, Nancy Sattler, Gerald Anderson, Pam Winchell, Ryan Ourada, SDR and Laura Tooke-Effinger.
Staff: Virginia Roberts, Director; Denise Chojnacki, Children's Services Manager; Cathy Oelrich, Adult Services Manager (recorder)
2. Introductions of public – Beckie Gaskill, Northwoods River News; Petra Pietrzak, Town of Newbold; Cheryle Miller, CD; Deb Richardson, RDLF; Carolyn DeJongh, RDLF.
3. Public Comment (limited to 2 minutes) – Pietra Pietrzak, town of Newbold, requests the board conduct an audit of financials not covered by the city audit, per Town of Newbold.
4. Correspondence and media
5. Meet RDL staff – Cheryle Miller
6. Approve agenda with liberty to change order at Board President's discretion
Tooke-Effinger/Daniels motions to approve agenda. All aye. Motion carries.
7. Approve August 12, 2025, Regular Board Meeting Minutes
Ourada/Tooke-Effinger motion to approve August 12, 2025, Regular Board Meeting Minutes. All Aye. Freudenberg abstains. Motion carries.
8. Review August 26, 2025, Special Meeting Minutes
Tooke-Effinger/Jaeger motion to approve August 26, 2025 Special Meeting Minutes. With name spelling corrections. All aye. Ourada abstains. Motion carries.
9. Consent Agenda/review consent agenda items
Tooke-Effinger/Jaeger motions to approve consent agenda items. All aye. Motion carries.
 - a. 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
 - b. Library reports
 - i. Director's Report
 - ii. Adult Department
 - iii. Children's Department
 - iv. Statistics
 - c. Committee and other Reports
 - i. Foundation
 - ii. Friends
 - iii. Policy Committee
 - iv. NRLAC
10. New Business (discussion and possible action)
 - a. Fundraising Consultant Report
List of items for Kim to complete this last month.
 - b. 128 N. Stevens St. dry sink
Anderson/Tooke-Effinger motion to have director get 3 estimates to fix the sink. All aye. Motion carries.
 - c. Meeting Time for Board of Trustees
Freudenberg/Anderson motion to change meeting time to 2:30 pm starting with the October meeting going forward. All aye. Motion carries.
 - d. Grant requests
 - e. Grant Writer
NATO donation was designated to hire a grant writer. Director is asking for help to write RFP to obtain a grant writer. Freudenberg, Jaeger, Sattler and Daniels agree to help.
 - f. Audit
Anderson/Winchell motion to have director draft an RFP letter for an independent audit

Rhineland District Library Board of Trustees
Minutes from the Regular Meeting
Tuesday September 9, 2025, 1:00 PM
Rhineland District Library
106 North Stevens Street

Remote attendance is available during open session for this meeting. Please call the Library Director to attend remotely.

based upon the knowledge obtained from City of Rhineland audit for the board to discuss/approve. All aye. Motion carries.

g. In service Closure possible date change – Sept. 23rd with system upgrade

11. Previous Business

a. Budget 2026 Draft

Anderson/Jaeger motion to approve the 2026 draft as presented, without the increase for the county as requested by the city. All aye. Motion carries.

b. Grant updates

12. Building Project

13. Town representatives' report

14. Items for future agenda – Policy Committee members, Election of Officers, Fundraising Committee, Board Retreat, Audit, Fundraising Consultant.

15. Adjourn

Meeting was adjourned at 2:25 pm.

Bill Freudenberg Vice President

_____ Date: _____

Virginia Roberts, Director

_____ Date: _____