

Rhineland District Library Board of Trustees
Minutes from the Regular Meeting
Tuesday November 11, 2025, 2:30 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 11/11/2025. Vice President Freudenberg called the meeting to order at 2:33 pm. The meeting was properly noticed, and a quorum was present.
Members present: Ruth Jaeger, Nancy Sattler, Gerald Anderson, Pam Winchell, Ryan Ourada, SDR and Laura Tooke-Effinger (via zoom).
Members not present: Dave Daniels
Staff: Virginia Roberts, Director; Denise Chojnacki, Children's Services Manager; Cathy Oelrich, Adult Services Manager (recorder)
2. Introductions of public – Members of the Rhineland District Library Foundation Board - Heather Sturtevant, Cate Hallisy, Mary Pautz, Deb Richardson; Ashley Greenhaw, RDL, Amanda Mboga, City auditor (online), Beckie Gaskill, Northwoods River News (online), Mary Meeks, RDLF (online).
3. Public Comment (limited to 2 minutes)
4. Correspondence and media
5. Meet RDL staff - Denise
6. Approve agenda with liberty to change order at Board President's discretion
Anderson/Jaeger motion to approve agenda with liberty to change order at Board President's discretion, All Aye. Motion carries.
7. Approve October 14, 2025, Regular Board Meeting Minutes
Jaeger/Anderson motion to approve October 14th minutes with the spelling correction to 9b. All aye. Motion carries.
8. Consent Agenda/review consent agenda items
Ourada/Anderson motion 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
9. Special Election of Officers
 - a. Candidate Statements
 - b. Election of President – Nancy Sattler is elected as president for the remainder of the term.
 - c. Additional election, as needed**Sattler elected President to serve the term remaining until 2026 Board of Trustee Election**
Freudenberg continues to preside over meeting.
10. New Business (discussion and possible action)
 - a. City Fund 203 - Library Operations Fund" report YE 2024 audited
 - b. Grant requests
 - c. Property leases – Hair Salon would like to change lease to month-to-month.
Anderson/Winchell motion to change Cutting Cabin lease to month-to-month starting January 1st with a \$50.00 rent increase. All aye. Motion carries.
 - d. Review Consent Agenda
Freudenberg/Ourada motion to leave the consent agenda as it currently stands. All aye. Motion carries.

Rhineland District Library Board of Trustees
Minutes from the Regular Meeting
Tuesday November 11, 2025, 2:30 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.

Ourada pointed out that there should be some formality of a role call vote to approve the bills and claims. Wording can be discussed at a later date.

e. Newbold Trustee Appointment

Freudenberg/Anderson motion to extend Newbold Trustee Appointment until the end of 2025. All aye. Motion carries.

f. Surplus furnishings

Winchell/Ourada motion to sell surplus furnishings on list from Ashley. All aye. Motion carries.

g. BOT Meeting dates 2026

h. Holidays and Closures 2026

i. *Trustee Essentials*

i. Chapter 2 "Who Runs the Library"

11. Previous Business

a. Budget 2026 Updates

b. Policy: Employee Manual Second reading, possible action

c. *Trustee Essentials*

i. Chapter 4 "Effective Board Meetings and Trustee Participation"

ii. Chapter 14 "Library Board and Open Meetings Law"

d. Board of Trustee Retreat – Table until the January agenda.

12. Building Project

a. Fundraising Committee update

b. Grant progress / Update

c. Grant writer proposals update

13. Town representatives' report

14. Items for future agenda – Director's evaluation on January agenda.

15. Adjourn

Meeting was adjourned at 3:45 pm.

Nancy Sattler, President

Date: _____

Virginia Roberts, Director

Date: _____