

Rhineland District Library Board of Trustees

Agenda for Regular Meeting

Tuesday, June 15, 2021, 2:30 PM

Rhineland City Hall

135 South Stevens Street

Council Chambers

Due to precautions concerning COVID-19 this meeting will have a remote attendance option.

Details for attendance to the virtual meeting room are listed on a separate page accompanying this agenda. The Board of Trustees may go into executive session as allowed by Wisc. Stat. 19.85 (1) (c) 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 6/15/2021. President Tom Kelly called the meeting to order at 2:31 P.M. The meeting was properly noticed, and a quorum was present.

MEMBERS PRESENT: Tom Kelly, Harry Whidden, Donna LeClair, Diana Harris, Dennis Carriere, Laura Tooke-Effinger, Carla Chropkowski.

MEMBERS NOT PRESENT: Gwen Harron, Kira Loomis.

DIRECTOR: Virginia Roberts

STAFF & OTHER GUESTS: Debbie Valine, Associate Director, Denise Chojnacki, Children's Services Manager, Cathy Oelrich, Adult Services Manager, Matt Persike, Adult Dept. Circulation staff, Barb Wilmot, Adult Department Circulation staff. Jamie Taylor from the Northwood River News. Khris Hanus, KSH Property Service.

2. Approve agenda

Carriere/Whidden motion to approve agenda, with permission for president Kelly to move agenda items around. All aye. Motion carries.

3. Approve May 11, 2021, Regular Board Meeting Minutes

Kelly/Chropkowski motion to approve amended minutes. All aye. Motion carries.

4. Introductions of guests in meeting

5. Introduction of new staff members

Matt Persike, Adult Dept. Circulation staff, Barb Wilmot, Adult Department Circulation staff

6. Review financial reports

a. Review / approve "City Fund 203 - Library Operations Fund" report

Carriere/Kelly motion to approve "City Funds 203 – Library Operations Fund" report. All aye. Motion carries.

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

Kelly/LeClair motion to approve "RDL-City Accounts" bills and claims. All aye, motion carries.

c. Approve "RDL -- Board Accounts" bills and claims

Kelly/Chropkowski motion to approve "RDL-Board Accounts" bills and claims. All aye. Motion carries.

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

a. Closed Session moved to end on meeting business

b. Property Management

Kelly/Whidden motion to approve KSH Property Services Proposal, contingent upon final document with changes completed at Board request. All aye. Motion carries.

c. Community Engagement Proposal – Will be conducted over the next 2-3 weeks.

d. Cross county letters – Due July 1st

e. Trustee Essentials – Tabled until next meeting.

f. Policy Review – Tabled until next meeting.

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g. Grant Requests

Kelly/Harris motion to approve 3 grant requests, GWFC-Rhineland Woman's Club, ARPA, and ALA-NASA programming. All aye. Motion carries.

h. Phone and Technology quotes

Kelly/Tooke-Effinger motion to increase quote by no more than \$150.00 to cover extra DeWitt proposal. All aye. Motion carries.

8. Old Business

a. Building open updates

9. Management reports

a. Director's Report

b. Adult Department Report

c. Children's Department

10. Property committee report

11. Foundation Report – Capital campaign went out June 1st, had great response in their 1st week.

12. Friends Report

13. Building committee Report—next meeting July 8

a. Accept minutes from March 23, May 13, and May 27, 2021

Whidden/Carriere motion to approve minutes from March 23, May 13 and May 27. All aye. Motion carries.

b. Consider HBM invoice for payment

Carriere/Whidden motion to approve 2nd invoice payment of \$20,250 to HBM. All aye. Motion carries.

14. Town representatives report

15. Public Comment

16. Items for future agenda

17. CLOSED SESSION **Whidden/Carriere motion to approve closed session. Board entered into closed session with a role call vote at 3:32 PM.**

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1. Balance of leave

2. Return to open session

b. Whidden/Carriere motion to approve returning to open session. Board left closed session with a role call vote at 3:40 pm

i. Approval of leave payout for staff member.

18. Adjourn – Meeting was adjourned at 3:40 pm

Approved:

Tom Kelly, President or Donna LeClair, Vice President

Virginia Roberts, Director

Date: _____