

**Rhineland District Library Board of Trustees**  
**Minutes from the Regular Meeting**

Tuesday, May 9, 2023, 2:30 pm  
Rhineland District Library  
106 North Stevens Street  
Meeting Room

1. Call to order/roll call  
**The regular meeting of the Rhineland District Library Board of Trustees was held 5/09/2023. President Tom Kelly called the meeting to order at 2:33 pm. The meeting was properly noticed, and a quorum was present.**  
**Members present:** Dennis Carriere, Harry Whidden, Tom Kelly, Ruth Jaeger, Diana Harris, Coleen Wendt, Nancy Sattler, Bill Freudenberg.  
**Members Absent:** Petra Pietrzak  
**Staff and Guests:** Debbie Valine, Associate Director, Denise Chojnacki, Children’s Department, Cathy Oelrich, Adult Services Manager, rec.
2. Approve agenda  
**Carriere/Whidden motion to approve the agenda. All aye. Motion carries.**
3. Approve April 11, 2023, minutes  
**Harris/Sattler motion to approve the minutes from April 11<sup>th</sup> All aye. Motion carries.**
4. Guests in meeting – Kim Swisher.
5. Public Comment (limited to 2 minutes)
6. Correspondence and media
7. Review financial reports.
  - a. Review / approve “City Fund 203 - Library Operations Fund” report.  
**Kelly/Freudenberg motion to approve “City Funds 203-Library Operations Funds” Report. All aye. Motion carries.**
  - b. Approve “RDL -- City Accounts” bills and claims.  
**Freudenberg/Kelly motion to approve “RDL-City Accounts” bills and claims. Roll call vote: Carriere – Aye, Harris – Aye, Whidden – Aye, Jaeger – Aye, Kelly – Aye, Wendt – Aye, Freudenberg - Aye, Sattler - Aye. All aye. Motion carries.**
  - c. Approve “RDL -- Board Accounts” financial report  
**Freudenberg/Harris motion to approve “RDL-Board Accounts” bills and claims. All aye. Roll call vote: Carriere – Aye, Harris – Aye, Whidden – Aye, Jaeger – Aye, Kelly – Aye, Wendt – Aye, Freudenberg- Aye, Sattler - Aye. All aye. Motion carries.**
8. New Business (discussion and action, if any)
  - a. Removal of signatories to accounts  
**Carriere/Harris motion to remove Laura Tooke-Effinger and Donna LeClair as signatories on the board accounts. All aye. Motion carries.**
  - b. Addition of signatories to accounts  
**Kelly/Whidden motion to add Diana Harris and Bill Freudenberg as signatories on the board accounts. All aye. Motion carries.**  
**Kelly/Whidden motion to make Diana Harris the lead signatory for the board accounts. All aye. Motion carries.**
  - c. Removal of keyholder of safety deposit box  
**Kelly/Freudenberg motion to remove Laura Tooke-Effinger as a keyholder of safety deposit box. All aye. Motion carries.**
  - d. Addition of keyholder to safety deposit box  
**Kelly/Carriere motion to add Diana Harris as a keyholder of safety deposit box. All aye. Motion carries.**
  - e. New City accounts expense lines
  - f. Budget amendments  
**Whidden/Kelly motion to accept the new city accounts expense lines and budget amendments 2023-01 and 2023-02 as presented to the board. Roll Call vote: Carriere – Aye, Harris – Aye, Whidden – Aye, Jaeger – Aye, Kelly – Aye, Wendt – Aye, Freudenberg-Aye, Sattler - Aye. All aye. Motion carries.**

**Rhineland District Library Board of Trustees**  
**Minutes from the Regular Meeting**  
Tuesday, May 9, 2023, 2:30 pm  
Rhineland District Library  
106 North Stevens Street  
Meeting Room

9. Old Business
  - a. Preliminary Construction Contract  
**Kelly/Carriere motion to accept preliminary construction contract for Findorf. All aye. Motion carries.**
  - b. Architect Contract  
**Kelly/Freudenberg motion to accept the architect contract for Dorschner. All aye. Motion carries.**
10. Management reports
  - a. Director's Report
  - b. Adult Department Report
  - c. Children's Department
  - d. Statistics
11. Property committee report
  - a. Revised Estimate for Carnegie exterior - **Director gave an update on the concrete repair for the front steps/entrance and shared Driscoll Property Management's work hour rate increase.**
12. Foundation Report
  - a. Capital Campaign - **The RDLF capital campaign for the front entrance steps/concrete repair will kick off May 22.**
  - b. Fundraising Program - **The library and RDLF are looking at partnering on a ghost hunter speaker fundraiser.**
13. Friends Report—Next Meeting 5/21/2023 - **FOL bought the library five new tables for the meeting room.**
14. Building Committee Report—Next Meeting 5/18/23 9:00 am - **Building committee is reviewing concept drawings.**
  - a. The Board may go into executive session as allowed by Wisc. Stat. 19.85 (1) (c) to consider employment, promotion, compensation, or performance evaluation data. The Board will reconvene in open session immediately following any closed session  
**Whidden/Freudenberg motioned to go into closed session. Roll call vote. All ayes. Session Closed at 3:17pm**
  - i. Interview RFP Fundraising Consultant (discussion/action) **No Action Taken**  
**Freudenberg/Kelly motioned to return to open session. Roll call vote. All ayes. Return to Open Session at 4:07 pm.**
  - b. Accept minutes of Joint Meeting 4/18/23  
**Kelly/Whidden motion to accept the minutes of the joint meeting on 4/18/23. All aye. Motion carries.**
- OCLEB report--Next Meeting 5/18/23 1:00 pm
15. Town representatives report
16. Items for future agenda
17. Adjourn  
**Meeting was adjourned at 4:17 p.m.**  
Tom Kelly, President or Bill Freudenberg, Vice President

Date: \_\_\_\_\_

Virginia Roberts, Director

Date: \_\_\_\_\_

