

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

1:00 pm, Tuesday, September 12, 2023  
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 9/12/2023. President Tom Kelley called the meeting to order at 1:02 pm. The meeting was properly noticed, and a quorum was present. Members present:** Petra Pietrzak, Harry Whidden, Ruth Jaeger, Coleen Wendt, Nancy Sattler, Bill Freudenberg, Tom Kelly, Diana Harris.  
**Members not present:** Dennis Carriere.  
**Staff and Guests:** Debbie Valine, Associate Director, Denise Chojnacki, Children’s Department, Cathy Oelrich, Adult Services Manager, rec., Laura Tooke-Effinger, Kim Swisher, Kassie.
2. Approve agenda  
**Whidden/Harris motion to approve agenda with mobbing #8 to #4. All aye. Motion carries.**
3. Approve August 15, 2023, minutes.  
**Pietrzak/Kelly motion to approve August 15<sup>th</sup> minutes with the update to spelling of Jan’s name. All aye. Motion carries.**
4. Guests in meeting
5. Public Comment (limited to 2 minutes) – Laura Tooke-Effinger spoke about literacy program and open house.
6. Correspondence and media
7. Review financial reports.
  - a. Review / approve “City Fund 203 - Library Operations Fund” report  
**Kelly/Freudenberg motions to approve “City Funds 203 - Library Operations Fund” Report. All aye. Motion carries.**
  - b. Approve “RDL -- City Accounts” bills and claims  
**Kelly/Freudenberg motion to approve “RDL – City Accounts. Roll call Vote – Wendt – Aye, Harris – Aye, Whidden – Aye, Freudenberg – Aye, Kelly – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries.**
  - c. Approve “RDL -- Board Accounts” financial report  
**Kelly/Pietrzak motions to approve “RDL – Board Accounts” financial report. Roll call Vote – Wendt – Aye, Harris – Aye, Whidden – Aye, Freudenberg – Aye, Kelly – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries.**
8. Fundraising Consultant Report to the Board  
**Harris/Kelly motion to have KSC send out press release to her media list as amended. All aye. Motion carries.**
9. Building Committee Report—
  - a. Joint meeting with Board 10/10/23 1pm – Last official meeting
10. New Business (discussion and action, if any)
  - a. Building Committee Appreciation
  - b. Online policy access – Add policies to our website.
11. Old Business
  - a. Overdue/Late Fees  
**Kelly/Freudenburg motion to have Virginia revise the fine policy by October meeting. All aye. Motion carries.**
  - b. Public display space policy  
**Kelly/Wendt motion to update the public display space policy. All aye. Motion carries.**
  - c. 2024 Budget  
**Kelly/Freudenburg motion to approve budget and send out to municipalities. Roll call Vote – Wendt – Aye, Harris – Aye, Whidden – Aye, Freudenberg – Aye, Kelly – Aye, Pietrzak – Aye, Jaeger – Aye, Sattler – Aye. Motion carries.**
  - d. Fundraising Consultant Report to the Board
  - e. Foundation MOA  
**Kelly/Whidden motion to present to the foundation at their October meeting and return to the board in it’s finished form at the October meeting. All aye. Motion carries.**
12. Management reports
  - a. Director’s Report
  - b. Adult Department Report
  - c. Children’s Department

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d. Statistics

13. Property committee report
14. Foundation Report—Next Meeting 10/3//2023
15. Friends Report—Next Meeting 9/19//2023
16. OCLB report
  - a. County Board 10/5/2023
  - b. Next meeting 11/16/2023 1pm
17. Town representatives report
18. Items for future agenda
19. Adjourn

Meeting was adjourned at 3:05 pm.

Tom Kelly, President or Bill Freudenberg, Vice President

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

Virginia Roberts, Director

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

