

**Rhineland District Library Board of Trustees**

**Minutes from the Regular Meeting**

Tuesday, November 14, 2023, 1pm

Rhineland District Library Meeting Room

106 North Stevens Street

1. Call to order/roll call

**The regular meeting of the Rhineland District Library Board of Trustees was held on 11/14/2023. Vice President Bill Freudenberg called the meeting to order at 1:02 pm. The meeting was properly noticed, and a quorum was present.**

**Members Present:** Harry Whidden, Coleen Wendt, Bill Freudenberg, Tom Kelly (1:09 pm), Diana Harris, Dennis Carriere, Ruth Jaeger, Nancy Sattler.

**Members not present:** Petra Pietrzak

**Staff and guests:** Virginia Roberts, Director, Debbie Valine, Associate Director, Denise Chojnacki, Children's Services Manager, Cathy Oelrich, Adult Services Manager (rec.), Kim Swisher.

2. Approve agenda

**Whidden/Harris motion to approve agenda. All aye. Motion carries.**

3. Approve October 10, 2023, minutes

**Harris/Freudenberg motion to approve October 10, 2023 minutes. All aye. Motion carries.**

4. Guests in meeting

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

**Freudenberg/Harris motion to approve "City Fund 203" – Library Operations report. All aye. Motion carries.**

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

**Carriere/Whidden motion to approve "RDL-City Accounts" bills and claims. All aye. Motion carries.**

c. Approve "RDL -- Board Accounts" financial report

**Carriere/Harris motion to approve "RDL-Board Accounts" financial report. All aye. Motion carries.**

d. Budget Amendment 2023-04 [increase expense line budgets to reflect grants and other monies deposited into Orgs & Individuals revenue account]

**Kelly/Wendt motion to approve Budget Amendment 2023-04 as stated. All aye. Motion carries.**

e. YE 2022 audited financial reports.

8. Fundraising Consultant Report to the Board

a. Request for Board Liaison to Community Engagement Committee

9. Building Committee Report—No report

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

a. Review Arbitration Minutes October, 17, 2023

b. Revised Municipal apportionment 2024

c. Increasing copier / printer fees

d. Board of Trustees Meetings 2024

**Kelly/Whidden motion to accept changes as presented for Board of Trustees Meetings 2024. All aye. Motion carries.**

e. RDL Holiday Closures 2024

**Kelly/Harris motion to approve RDL Holiday Closures 2024 as stated with recommendation. All aye. Motion carries.**

f. Grant requests (Northern Arts Council et al)

**Harris/Freudenberg motion to approve for application requests to be submitted to**

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**the Northern Arts Council from both the Adult and Children's Departments. All aye. Motion carries.**

11. Old Business

- a. 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)

- i. Budget 2024

- Kelly/Harris motion to go into closed session at 1:24 p.m. Roll call vote, all ayes. Motion carries.**

- Harris/Carrier motion to leave closed session at 2:29 p.m. Roll call vote, all ayes. Motion carries.**

- b. Budget 2024

- Kelly/Freudenburg motion to maintain 2023 funding levels, with the exception of known increases, to the best of the library's ability for 2024, Reserves may be used at the Board of Trustee's discretion. All ayes. Motion carries.**

- c. Overdue/Late Fees—no action

- d. Public display space policy

- Kelly/Harris motion to approve changes to Public Display Policy found in RDL Policy Chapter 6. All ayes, Motion carries.**

- e. Online policy access—no action

12. Management reports

- a. Director's Report

- b. Adult Department Report

- c. Children's Department

- d. Statistics

13. Property committee report—Nothing to report

14. Foundation Report—Next Regular Meeting 2/6/2024

Report presented by Ruth Jager, RDLF liaison to the board. Noted that capital campaign did not raise the amount hoped for.

- a. Fundraising Event—written report by Cathy Oelrich

- b. Holiday Book Fund Letter—included in monthly packet, and noted that Bob Vig son of Ced Vig who founded the annual HBF, will be here to speak about his father on Friday, December 1, at Noon.

15. Friends Report--Next Meeting 11/21//2023

16. OCLB report-- Next meeting 11/16/2023 1pm

- a. Administrative Committee OCLB presentation 10/11/23 report

17. Town representatives report

18. Items for future agenda

- a. Personnel Committee

19. Adjourn

**Meeting adjourned by consent at 3:00 pm.**

Tom Kelly, President or Bill Freudenberg, Vice President

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

Virginia Roberts, Director

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