

Neenah Public Library Board of Trustee Meeting Minutes – Wednesday, January 20, 2021

Call to Order

With Rickman in the chair, the Neenah Public Library Board of Trustees meeting was called to order at 4:00 p.m. via Zoom. Members present: Pat Rickman (President), Beth Irish, Randy Fieldhack (Vice-President), Tami Erickson, George Scherck, Carol Codner, Jenn McMahon, Nikki Winiecki, Michael Koller, Lisa Hemes, Lukas Schmerse, and Aneka Blenker.

Present also, Gretchen Raab, director, Nicole Hardina-Wilhelm, assistant director, Katrina Wulff, youth services manager, and Nancy Baird, circulation services manager, Mayor Dean Kaufert, Lisa Robak, Dr. Atif Qureshi, Rabia Qureshi, Amy Gaerthofner, and a member of the public identified as “KK”.

Public Comments

Dr. Atif Qureshi shared information about the current vaccine rollout. He expressed concern over having patrons gather at the Library. Alderperson Erickson asked Dr. Qureshi how he felt about the schools being open. Dr. Qureshi responded with information about the effects of COVID on youth versus adults.

Minutes

On motion of Irish, seconded by Fieldhack, the Board approved the minutes of the Library Board meeting of December 16, 2020.

On motion of Codner, seconded by Hemes, the Board approved the minutes of the Special Library Board meeting on January 2, 2021.

Statistical report

Electronic circulation is up 30% for the year. 4,534 curbside deliveries were made in December.

Bills for consideration

On motion of Fieldhack, seconded by Winiecki, the Board unanimously approved payment of the January bills.

Director’s Report

The Library’s new building custodian, Todd Zellmer, started in early January. The Library received over \$11,000 in donations in 2020, and over \$4,000 so far in 2021. Raab shared several heartfelt thank you cards from patrons. Board members are invited to attend virtual Library Legislative Day, which will take place Tuesday, February 16 – Thursday, February 18.

Department reports (print reports from departments included in Board packet)

Circulation Services Report

Baird announced that Volunteer Coordinator Amy Molitor has taken a fulltime job with the City of Appleton and will be leaving the library. Interviews for her replacement will take place the week of January 25.

KK arrived at 4:22 p.m.

Youth Services Department

Wulff virtually visited students and children at Washington Elementary and Early Childhood, Clayton, and Spring Road schools, and the YMCA 4k and childcare center. Students were very excited about the

February Virtual Campout program. February reading challenge has been expanded to include all ages 0-18. An intern will be working on projects remotely this spring.

Adult and Technical Services Departments

Hardina-Wilhelm announced Fitness Fridays and Wellness Wednesdays will return in February. Tax forms will be in a filing cabinet outside the library for patrons to pick up. Reference Staff will also print any forms patrons need that are not sent by the State or IRS.

Mayor Kaufert arrived at 4:33 p.m.

Election

On behalf of the Nominating Committee, Fieldhack presented the slate of officers for 2021: Fieldhack for President, Codner for Vice President, and Rickman for Chair of Finance & Personnel. Fieldhack asked for nominations from the floor. None were presented.

On motion of Scherck, seconded by Hemes, the Board unanimously approved the slate of officers. Fieldhack assumed the chair of President and conducted the remainder of the meeting.

Presidential appointment of Finance & Personnel Committee member

Fieldhack appointed Erickson as the fourth member of the Finance & Personnel Committee.

Sensenbrenner Room

Raab submitted the donation agreement to the Community Foundation. We are waiting on the doors and windows to be installed in the new meeting room.

Library Operations

The Board discussed current Library operations and current hours. The Board discussed the need to formalize criteria for reopening the building for public browsing. Hours will remain as they are.

Winiecki left at 5:28 p.m.

Winiecki arrived at 5:30 p.m.

On recommendation of the President Fieldhack, a special Board meeting will be held on Thursday, February 4, at 4:00 p.m. to discuss reopening criteria.

Special meeting scheduled

Thursday, February 4 at 4:00 p.m.

Next regularly scheduled meeting

Wednesday, February 17 at 4:00 p.m.

Adjournment

On motion of Rickman, seconded by Codner, the Library Board adjourned at 5:45 p.m.
Respectfully submitted,

Nicole Hardina-Wilhelm