

Neenah Public Library Board of Trustee Meeting Minutes – May 17, 2023

Call to Order

Board President Koller, in the chair, called the Neenah Public Library Board of Trustees meeting to order at 4:02 p.m. Members present: Michael Koller, Randy Fieldhack (via Zoom), George Scherck, Tami Erickson, Jenn McMahon, Beth Irish (via Zoom), Lisa Hemes, Joshua Kutney, Pat Rickman, Ellie Mertes, and Harrison Flint. Members excused: Carol Codner.

Present Nicole Hardina-Wilhelm, director; Nancy Baird, circulation services manager; Katrina Wulff, youth services manager; and Clairellyn Sommersmith, assistant director Winnefox Library System.

Minutes

On the motion of Erickson, seconded by Scherck, the Board approved the Library Board meeting minutes of April 19, 2023.

Statistical report

April statistics were lower than April 2022 due to the second-floor closure, however physical and electronic circulation is up 7% for the year.

Director's Report

The second floor reopened on Sunday, April 30. AARP tax preparers assisted 163 taxpayers in 2023. The Bibliocycle went out on May 3 for the City's Touch-a-Truck program.

Department reports

Adult and Technical Services Report, Nicole Hardina-Wilhelm

Staff from both departments assisted with projects during carpet removal and moving everything back.

Circulation Services Report, Nancy Baird

The library received new styles and colors of mugs to sell, along with new t-shirts and bookbags. In addition, we collected nine boxes of food for the Fox Valley Community Table during the Libraries Against Hunger food drive. Many compliments on the second-floor remodel.

Youth Services Report, Katrina Wulff

The Youth department collaborated with the American Chemical Society and the Winnebago County Solid Waste Department on Earth Day programs. Over 300 people attended Pint-Size Prom. Neenah is participating in the Wisconsin State Park Pass program, *OutWIGo*. Assistant Librarian Koshalek has visited every Neenah elementary school to promote the Summer Reading Program.

Bills for consideration

On the motion of Koller, seconded by Erickson, the Board approved payment of the May bills.

Move agenda item 8i before 8a

On the motion of Koller, seconded by Erickson, the Board approved moving agenda item 8i before 8a.

Thank you to Teen Representative Ellie Mertes

The Board thanked Ellie for her service to the Board and wished her well as she graduates high school and goes off to college.

Winnefox Library System Director

Winnefox Library System and Oshkosh Public Library boards agreed to split the directorship into two positions. The Winnefox Library System appointed Clairellyn Sommersmith as director, and the Oshkosh Public Library is searching for a new library director.

Overview of Winnebago County Funding

Sommersmith gave an overview of county funding and answered questions from the Board.

Act 420: Outagamie County

Sommersmith gave an overview of cross-county billing. The Board discussed the history of county billing and the pros and cons of billing Outagamie County. The Board decided not to make changes at this time.

Act 420 Policy

No action was taken to create a policy for Act 420.

Restructuring the Deputy Director position

Director Hardina-Wilhelm proposed splitting the Deputy Director position into an Adult Services Manager position, reclassifying the full-time Assistant Librarian-Acquisitions position to a Librarian position, and rolling the technical service duties of the Deputy Director into that position. The Board had no concerns about restructuring the Deputy Director position.

Neenah's 150th logo wear

On motion of Fieldhack, seconded by Scherck, the Board approved using General Trust Funds to purchase staff logo wear not to exceed \$2,250.

Next regularly scheduled meeting

Wednesday, June 21, 4:00 p.m.

Adjournment

On motion of Fieldhack, seconded by Erickson, the Library Board adjourned at 6:06 p.m.

Respectfully submitted,



Nicole Hardina-Wilhelm