

## **Neenah Public Library Board of Trustee Meeting Minutes – June 15, 2022**

### **Call to Order**

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

Present also, Gretchen Raab, director, Nicole Hardina-Wilhelm, deputy director, Nancy Baird, circulation services manager, Katrina Wulff, youth services manager, and Andy Kahl, Deputy Director of Finance.

### **Minutes**

On motion of Codner, seconded by Winiecki, the Board approved the minutes of the Library Board meeting of May 18, 2022.

### **Statistical report**

Total circulation is up 12% over the same time last year. Customer count continues to increase and is approaching pre-COVID numbers.

Hemes arrived at 4:04 p.m.

### **Bills for consideration**

On motion of Rickman, seconded by Winiecki, the Board approved payment of the June bills.

### **Director's Report**

The Library received \$17,000 from the Friends of the Neenah Public Library towards programming, staff recognition, and special purchases.

### **Department reports**

Circulation Services Report, Nancy Baird:  
Customer count is up 75% from last year.

Youth Services Report, Katrina Wulff

2,781 kids are signed up for the Summer Reading Challenge, and 350 Fresh Pages subscriptions. Summer programs are in full swing, with four storytimes, family programs, book group, group visits, and Bibliocycle going out five to seven times a week.

Technical and Adult Services Report, Nicole Hardina-Wilhelm:

151 adults have signed up for the summer reading program. Three new aides have been trained to staff the Bibliocycle. Bader Philanthropies highlighted the Memory Maker kits this month.

### **Trust Fund Policy**

Deputy Finance Director Andy Kahl explained the accounting procedures for the Trust fund and answered board members' questions regarding the fund. The board will review the policy and discuss it at the next board meeting.

Kahl left at 4:45 p.m.

**Succession Plan Policy**

The board discussed the role of the deputy director and interim director if the director were to leave before a new director was hired. The board will review the succession plan and discuss at the next board meeting.

**Teen Representatives**

On motion of Fieldhack, seconded by Rickman, the board approved the appointment of Ellie Mertes and Harrison Flint to the Library Board as ad hoc teen representatives to serve through May 2023.

**Hefti Scholarships**

President Fieldhack reported 18 scholarships were awarded to local graduating seniors. Each scholarship winner will receive \$2,228.

**Next regularly scheduled meeting**

Wednesday, July 20 at 4:00 p.m.

**Adjournment**

On motion of Hemes, seconded by Codner, the Library Board adjourned at 5:18 p.m.

Respectfully submitted,

Nicole Hardina-Wilhelm