

Neenah Public Library Board of Trustee Meeting Minutes – June 18, 2025

The meeting of the Neenah Public Library Board of Trustees held on June 18, 2025, in the Shattuck Community Room, was called to order by Fieldhack at 4:02 p.m.

Members present: Carol Codner, Tami Erickson, Randy Fieldhack, Lisa Hemes, Michael Koller, Joshua Kutney, Jenn McMahon, Pat Rickman, Kay Doiron and Alivia Haller.

Members excused: Elizabeth Irish, George Scherck, and Harrison Flint.

Also present: Nicole Hardina-Wilhelm, director; Nancy Baird, circulation services manager; Mehta Hess, adult services manager; Katrina Wulff, youth services manager; and Frank Cuthbert.

Minutes

On motion of Erickson, seconded by Codner, the Board unanimously approved the Library Board meeting minutes of May 21, 2025.

Koller arrived at 4:03 pm.

Director's and Technical Services Report

Director Hardina-Wilhelm announced that Scherck (Winnebago County representative) has decided to resign his position on the Board. She also shared highlights from the 7th annual Memory Café fishing event held on June 16th noting that the NHS fishing team were fabulous with helping attendees catch a number of fish.

Department Reports

Adult Services Department

Hess mentioned that participants registered for the Adult Summer Reading Challenge surpassed 400 to date. She highlighted the Sunday Concert from May 18th featuring the Driftless Plowboys that brought in 123 people and noted the next session of the popular Repair Café program will be held June 28 from 11 am to 3 pm.

Circulation Services Department

Baird reported that a library assistant resigned at the end of May. Interviews were completed last week, and the new person will begin training on June 30th. The Summer Lunch program is proceeding very well; with a record 226 lunches served on Tuesday June 4th.

Doiron arrived at 4:19 pm.

Youth Services Department

Wulff stated that more than 2,700 participants have registered for the Youth Summer Reading Challenge. The busy summer is underway for the youth department with eight weekly programs, three outreach programs, free lunch service, as well as two groups (Park and Rec Operation Recreation and YMCA Explorers Camp) with regular visits planned.

Bills for consideration

On the motion of Hemes, seconded by Codner, the Board unanimously approved payment of the June bills.

Business for Consideration

On a motion of Rickman, seconded by Erickson, the Board unanimously approved the Capital Improvements Budget 2026-2030.

Position Change

On a motion of Fieldhack, seconded by McMahon, the Board unanimously approved reallocating the open/unfilled library assistant position to a permanent part time assistant building custodian position.

Policy Update

On a motion of Hemes, seconded by Codner, the Board unanimously approved the updated wording in the Unattended Children policy.

Next regularly scheduled meeting

Wednesday, July 16, 2025, at 4:00 p.m. in the Shattuck Community Room.

Adjournment

On motion of Rickman, seconded by Hemes, the Library Board adjourned at 4:53 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Nancy Baird". The signature is written in a cursive, flowing style.

Nancy Baird

