

## Neenah Public Library Board of Trustee Meeting Minutes – November 15, 2023

### **Call to Order**

The meeting of the Neenah Public Library Board of Trustees was held on November 15, 2023, in the Shattuck Community Room. The meeting was called to order at 4:02 PM by President Koller.

Members present: Michael Koller, Beth Irish, Tami Erickson, Carol Codner, Pat Rickman, Joshua Kutney, Jenn McMahon, Alivia Haller, and Harrison Flint.

Members excused: George Scherck, Randy Fieldhack, and Lisa Hemes,

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

### **Minutes**

On the motion of Erickson, seconded by Codner, the Board approved the Library Board meeting minutes of October 18, 2023.

### **Director's Report, Nicole Hardina-Wilhelm**

The Speed Puzzling Tournament was a success with 45 teams participating, 31 teams finishing, with the fastest time of 55 minutes. The Winnebago County Board passed their budget and are funding libraries at their full request.

### **Department reports**

Adult Services, Mehta Hess

First Friday Concert and NaNoWriMo event were well attended and received. The upcoming program not to miss is the Ugly Cupcake Party on December 2.

Circulation Services Report, Nancy Baird

We collected twelve boxes of food for Libraries Against Hunger. Baird passed on Volunteer Coordinator Lisa Laux-Robak thanks to the Board for their continued support of the Volunteer Appreciation Picnic.

Technical Services Report, Nicole Hardina-Wilhelm

Tech Services staff wrapped all the puzzles for the Speed Puzzling Tournament.

Youth Services Report, Katrina Wulff

Wulff attended the YALSA conference in St. Louis, MO and will share out the highlights of the presentations she attended to NEWI. We are collecting books for the Boys and Girls Brigade's Give-a-Kid-a-Book campaign.

### **Bills for consideration**

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

### **2024 Budget request – update**

The Common Council adopted Mayor Lang's budget with amendments. The amendments included an additional 1% raise in July, funding for the step plan, and the removal of the self-check machines from the Capital Improvements budget.

**Public Library Association Conference**

On motion of Irish, seconded by Codner, the board approved the use of General Trust Funds for staff to attend the PLA Conference not to exceed \$8,000.

**Patron Accounts policy revision**

On motion of Codner, seconded by Irish, the board approved the Patron Accounts Policy as presented.

**Trust Fund Request – Self-Check Machines**

Board members discussed whether the purchase of self-check machines was an appropriate use of Library Trust Funds. Board members shared concerns on how the approval would impact further Capital Improvement requests.

On motion of Irish, seconded by Erickson, the board approved the use of General Trust Funds for the purchase of four self-check machines not to exceed \$50,000. Erickson, Koller, Codner, and Kutney voted aye. McMahon, Irish, and Rickman voted nay.

Next regularly scheduled meeting

Wednesday, December 20, 4:00 p.m.

Adjournment

On motion of Koller, seconded by Codner, the Library Board adjourned at 5:30 p.m.

Respectfully submitted,



Nicole Hardina-Wilhelm