

Neenah Public Library Board of Trustee Meeting Minutes – March 16, 2022

Call to Order

With Fieldhack, board president, in the chair, the Neenah Public Library Board of Trustees meeting was called to order at 4:01 p.m. in the Shattuck Community Room. Members present: Randy Fieldhack, Michael Koller, Tami Erickson, Lisa Hemes, Pat Rickman, Beth Irish, George Scherck, and Lukas Schmerse. Members excused: Carol Codner, Nikki Winiecki, Jenn McMahan, and Aneka Blenker.

Also present: Gretchen Raab, director, Nicole Hardina-Wilhelm, deputy director, and Nancy Baird, circulation services manager.

Minutes

On motion of Erickson, seconded by Hemes, the Board approved the minutes of the Library Board meeting of February 16, 2022.

Statistical report

Customer count and volunteer hours continue to increase.

Bills for consideration

On motion of Hemes, seconded by Erickson, the Board approved payment of the March bills.

Director's Report

The Library received several donations in memory of three longtime Library patrons. Appleton Public Library's piano was delivered.

Department reports

Circulation Services Report, Nancy Baird:

66 postcards have been returned from the inactive patron project.

Technical and Adult Services Report, Nicole Hardina-Wilhelm:

123 patrons signed up for our new book subscription service, *Bookscription*. The second Speed Puzzling Tournament was a huge success with 28 teams competing and 17 teams completing the 1000-piece puzzle in the allotted time allowed. The Adult Department received a donation of Kwik Trip gift cards for the Adult Summer Reading Program.

Capital Improvements Budget

The director On motion of Rickman, seconded by Irish, the Board approved the CIP budget requests.

Act 420

On motion of Irish, seconded by Hemes, the Board approved the billing of the following counties: Calumet: \$29,598; Green Lake: \$95; Fond du Lac: \$2,047; Waushara: \$824.

Director's evaluation

Finance and Personnel Committee Chair Koller will coordinate a date with the Finance and Personnel Committee members via email for the director's performance evaluation.

Continuity Planning Policy – Hiring a New Library Director

Board members discussed the proposed policy changes and the differences between hiring City department heads and a library director. Questions were raised about the selection and interview process. Director Raab will invite Human Resources Director Kehl to a future board meeting to address the Board's questions and explain the typical process for hiring City department heads.

Next regularly scheduled meeting

Wednesday, April 20 at 4:00 p.m. in the Carpenter Conference Room.

Adjournment

On motion of Erickson, seconded by Rickman, the Library Board adjourned at 4:50 p.m.

Respectfully submitted,

Nicole Hardina-Wilhelm