

Winneconne Public Library Board of Trustees
Meeting Minutes
Monday June 12th, 2023

Meeting called to order by Library Board Vice-President Tom Snider at 4:37pm

The meeting was held in person inside the library of the Village of Winneconne Municipal Center, and available via Zoom Link.

Roll Call

Members Present in person:

Tom Snider, Stephanie Bongert, Dana Jerabek and Natalie Pingel

Absent: Jeff Jensen(excused), Colleen Kutchin(excused), and Gary Witzke(excused)

Also Present in Person: Amanda O’Neal

Public Participation: none

Consent Agenda

Motion by Bongert to approve the Consent Agenda Minutes from May 2023.

Second: Jerabek

Vote: Bongert-yes
Jerabek-yes
Pingel-yes
Snider-yes

Motion carried.

Director Report:

Amanda informed the board of the progress they made during the In-House Inventory day. During the closed day, staff were updated on new policies and procedures from Winnefox, train on Summer Reading Program, and were able to conquer inventory in adult fiction, special collections, DVDs, and some of the children’s area. Melia and Mara also were able to tackle rearrangements of the children’s picture books and nonfiction books.

Staff member Linda Tipler has spent the last few weeks turning the library into a “camp” wonderland. Parents, children and patrons of all ages are loving all the décor to go with this summer’s theme.

Old Business

Updates on Gallery Space

Amanda informed the board that multiple board members had questions and concerns about the room, many of them budget related. When Amanda realized that not many of the board members for the village fully understood the budget process for the library, she called upon Clairellyn Sommersmith, Director of Winnefox to attend the next Village Board meeting to assure that all Village Board members, the new Village Administrator, and any library board members present are all on the same page with the process and where the funding and formulas come from.

Amanda also explained, that if the Village Board were to decide not to allow the library to use the space/redecorate it, she has a backup plan to make a space in the actual library. The space would be in the adult nonfiction/young adult side of the library. A full stack shelving unit would need to be removed but would then allow enough room for the furniture she wanted for the gallery.

More information will be provided to the library board after the next Village Board meeting on June 20th.

Continue Discussion on Asking Town of Winneconne for Donations to Budget

This topic was briefly discussed, and Amanda shared the different scenarios that Clairellyn had suggested. More of this will be discussed after the Village Board meeting on June 20th.

New Business

Wisconsin State Park Passes

After many calls, messages and emails asking if the library would be providing Wisconsin State Park passes like many other libraries in the area, Amanda reached out to the State to see if it was too late to join the program. They informed her it was not, and Amanda purchased 20 park passes for the Summer. Those 20 passes cost \$100.00.

Summer Reading Program Update

Amanda shared documentation on the large surge of growing number of people coming into the library. Both people count and material circulation has grown rapidly. The lunch program that launched on June 5th has been very popular and growing in attendance. Children participating in the program need a parent/guardian to sign a permission form with allergies before children can eat.

Items for Next Meeting Agenda

Amanda explained to the board that with the large uptick of patrons at the library, ranging from 120-220 daily, all policy updates/changes be tabled until after Summer Reading Program.

The Next Library Board meeting is planned for Monday July 10th, 2023, at 4:30pm.

Items for the Next Meeting:

The meeting was adjourned at 5:00pm by Library Board Vice-President Tom Snider.