

**Winneconne Public Library Board of Trustees**  
**Meeting Minutes**  
**Wednesday September 27<sup>th</sup>, 2023**

**Meeting called to order by Library Board President Jeff Jensen at 5:30pm**

The meeting was held in person inside the Winneconne Municipal Center.

**Roll Call**

Members Present in person:

Jeff Jensen, Tom Snider, Natalie Pingel, and Stephanie Bongert

Absent: Colleen Kutchin (excused), Gary Witzke (excused), and Dana Jerabek (excused).

Also Present in Person: Amanda O'Neal

**Public Participation: None**

**Consent Agenda**

**Motion by Snider to approve the Consent Agenda Minutes**

**Second: Bongert**

**Vote: Pingel-yes**  
**Snider-yes**  
**Jensen-yes**

**Motion carried.**

**Director Report:**

Amanda recapped the progress of the new rooms after the Village Board granted the library full management of the Gallery and Meeting Rooms. The Lounge is almost completed aside from one more coat of paint and some small décor changes. Doug Nelson will also be donating a foosball table, and John Broderick is donating a shelving unit. Amanda also shared that the Public Works department had 2 days of straight rain and knocked out almost all projects that Amanda and her team had created to make new patron friendly spaces in the library. Amanda explained that she and her team had weeded and consolidated all the adult nonfiction that does not circulate as much these days. With that project completed, they had one completely empty shelving unit, that was to be moved to the children's department to allow for a major upgrade in the children's book collections. This also opened a large space in the adult nonfiction space, farthest away from the children's area to have a quieter study space for adults. The Public Works team worked with Amanda and staff for the best floor layout and found that the smaller stack would make for a good holiday area for all books and movies. This also pushed the children's

toys into the middle space and alcove. It has only been a few days and patrons are loving the changes.

## **Old Business**

### **Continue Discussion on Asking Town of Winneconne for Donations to Budget**

The conversation continues and the Library Board asked Amanda to create a power point presentation with the statistics that make up the amounts that Amanda and the Board would potentially ask the Town for. This will be discussed more at the next meeting.

### **Continue Discussion on Printer**

Amanda shared the information from Gordan Flesch, and it was agreed that the old printer the library currently has is out of date and costing too much money. Amanda will make this an action item for the October meeting. Amanda also informed the board of her intentions on raising the prices for prints starting in November after the new printer is installed.

### **Continue Discussion on 2024 Budget**

Amanda informed the board that she continues to meet with the Village Administrator, Logan Fuller and the rest of the Department Heads. No new updates currently, but a budget meeting is coming up.

### **Updates on Gallery and Meeting Room Management**

Amanda gave the board members a tour of the new spaces in the library, including the new Lounge and Meeting Room. A few walls still need painting, and we are still waiting for the Historical Society to remove the large glass cabinets. The new TV has been hung, so now both rooms have smart TV's and laptop connections for meetings. Amanda informed the board that the meeting room is almost filled with meetings through October. In mid-October, the library will be hosting a Ribbon Cutting on the new Lounge and a open house to see the changes throughout the library.

The Next Library Board meeting will be on Monday October 9<sup>th</sup>, 2023 at 5:30pm.

### **Items for the Next Meeting:**

Update on 2024 Budget

New Printer Purchase

Details on Open House and Ribbon Cutting

The meeting was adjourned at 6:06pm by Library Board President Jeff Jensen.