

**Winneconne Public Library Board of Trustees**  
**Meeting Minutes**  
**Monday February 20<sup>th</sup>, 2023**

**Meeting called to order by Library Board President Jeff Jensen at 5:27pm**

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

**Roll Call**

Members Present in person:

Jeff Jensen, Tom Snider, Gary Witzke, Mary Brefeld, Dana Jerabek and Stephanie Bongert

Absent: Colleen Kutchin(excused)

Also Present in Person: Amanda O'Neal

**Public Participation:** none

**Consent Agenda**

**Motion by Witzke to approve the Consent Agenda Minutes and Bills from November & December (revised) and January.**

**Second: Bongert**

**Vote: Bongert-yes**

**Brefeld-yes**

**Jerabek-yes**

**Snider-yes**

**Witzke-yes**

**Jensen-yes**

**Motion carried.**

**Director Report:**

Amanda updated the board on Winter Programming. Both Hoops with the Herd and the Winter Reading Program are coming to an end on February 28<sup>th</sup>. This will wrap up the winter season and allow staff to start prepping for Summer Reading Program.

Amanda explained that while Summer may seem far away, they have been asked to attend multiple events at the elementary and middle school and need to have marketing materials ready for these events that are planned March-April. Amanda and Kelly will be present at the Elementary School's Family Reading Night to make buttons with the kids as well as have flyers and information on upcoming events and SRP. In May, Amanda and Kelly will go to the Middle School to do a presentation to the English classes and present on SRP and show them some of the prizes they can earn along the way this summer.

Also discussed were the upcoming events planned for the library. Book Clubs continue to add new members. Total club members are now over 40 people. Book Clubs have been meeting at the Legion over the winter months but will be moving back to the Fin this March.

With the success of Dino Fest, Amanda and Kelly have planned out 3 more Fests, one a month, leading into Summer Reading Program. Garfield Fest is next on the calendar for March. Barbie Bash and Lego Land are to follow in the upcoming months. Winter Storytimes have been a huge hit, with the largest attendance being with the local author Bryce Pomplun came to read his picture books. 3 more Storytimes are planned and will end in the middle of March.

### **Update on Wrap Up of the 2022 Budget**

Amanda spoke about the wrapping up of the 2022 budget and having worked with Ginny Hintz and Julie, the new treasurer from the Village Offices. Amanda shared her enthusiasm with the board on the excitement to have worked with them and the start of a fresh budget year. Amanda and Ginny worked together to get Ginny all the information on the libraries checking account, and also to verify all visa spending from 2022. In another meeting, Amanda, Julie and Ginny worked on the libraries LGIP account, and made sure all funds were in the correct place. Ginny also made sure Amanda and Julie had account numbers for the LGIP, also known as the library's restricted funds that come from grants, donations and scholarships. Going into 2023, Amanda and Julie will work together monthly to assure both Village and Library numbers match up.

### **Annual Report 2022**

Amanda reviewed the Annual Report with the board. A separate statistical spreadsheet was created to show the board the comparison of some of the main statistics for the libraries circulation, patronage and materials owned. Amanda and the board were elated to see that circulation and the daily patron count have gone up again in 2022. Amanda also explained the downward trend of video (DVD) purchasing as the stats show that since 2019, the purchase of DVD's has slowed. While the initial slide was due to Covid-19, more and more people have been using streaming services with the accessibility of internet becoming more available. Amanda also explained that with the high cost of living in the past 6 months, the library is seeing a much bigger demand for DVD and TV series as people discontinue the large amounts of streaming services to cut costs.

### **Review and Vote on Accepting the 2022 Annual Report Motion by Snider to approve the Consent Agenda Minutes**

**Second:**        **Brefeld**  
**Vote:**         **Bongert-yes**  
                     **Brefeld-yes**  
                     **Jerabek-yes**  
                     **Snider-yes**  
                     **Witzke-yes**  
                     **Jensen-yes**

### **Summer Lunch Program**

Amanda had discussed at the last board meeting how passionate she was about wanting to be able to provide lunches for the youth in our community this summer. She had applied for a grant in January for \$1000 to kick off this initiative. The board had loved the idea and had suggested other funding possibilities. At the meeting this month, Amanda explained while she was away in Mexico, board member Mary Brefeld had taken this idea to the Winneconne Area Assistance Center and in the end, donated \$4000 to provide lunches at the library this summer. Amanda and the team have created a plan to serve the kids in our community lunch, Mondays-Thursday during the six weeks of Summer Reading Program.

### **Other Discussions**

The board discussed the possibility of moving library board meetings to a different date. We will discuss it more at the March meeting.

The Next Library Board meeting is scheduled for March 20<sup>th</sup>, 2023.

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

Revise and Vote on the Changes to the Emergency Closing Policy.

Revise and Vote on the Changes to the Volunteer Policy.

Recommend and Discuss Changes to Library Board Members

Doodle Poll for Staff Dinner with Board Members

Directors Review

The meeting was adjourned at 6:19 by Library Board President Jeff Jensen.