

**Winneconne Public Library Board of Trustees**  
**Meeting Minutes**  
**Monday February 12th, 2024**

**Meeting called to order by Library Board President Jeff Jensen at 5:32pm**

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

**Roll Call**

Members Present in person: Jeff Jensen, Tom Snider, Natalie Pingel, Dana Jerabek, Gary Witzke, and Colleen Kutchin.

Absent: Stephanie Bongert (excused).

**Consent Agenda**

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

**Second: Kutchin**

**Vote: Jerabek-yes**

**Kutchin-yes**

**Pingel-yes**

**Snider-yes**

**Witzke-abstain**

**Jensen-yes**

**Motion carried.**

**Director Report:**

Amanda updated the board on the Winter Reading Stats.

Hoops with the Herd

93 Kids Signed Up as of 2/6/2024.

Yeti Set Read

144 Kids Signed Up as of 2/6/2024.

Disney on Ice

62 Kids Signed Up as of 2/6/2024.

Read Yourself to Wellness

89 Teens/Adults Signed Up as of 2/6/2024.

Amanda also spoke to the board on the many revenues that have been coming in for the library and the Friends of the Library:

Winnebago County awarded additional funding for all 5 Winnebago County libraries for 2024. Each library was given an additional \$12,495. These funds must be spent on e-books and programming. This money will be deposited into the Library's LGIP, minus \$4,000 that Amanda requested be sent to the Winnefox Advantage Account to support the purchase of additional popular titles on Libby.

Amanda received a donation of \$4,000 from the Winneconne Area Assistance Center for the second year in a row. This money is earmarked for the Lunch Program this summer.

Amanda also wrote 2 additional grants to support the Lunch Program for the 2024 SRP. One grant was already given from the Winneconne Area Community Foundation in the amount of \$725. The other grant for \$1,000 will be announced in March.

An additional \$100 grant was received from the Winneconne Area Community Foundation Operational Expense Fund of the Oshkosh Area Community Foundation. These funds were used towards the purchase of new toys in the children's area.

Amanda informed the board that the Fin n Feather has chosen the library to be the benefactors of this year's Funderland Event. Amanda and her team, including FOL members are assisting in getting baskets together for the bucket raffles.

#### Playaway's

Amanda informed the board that CD-Books are going away completely, with at least 2 of the main publishers cancelling all CD-Book publishing as of January. Cars are no longer being made with CD-Players, and they are not circulating. This has really brought a huge demand in for Playaway's. Barb Harrison, daughter of Marge Krings, who passed away a couple of years back, had donated restricted funds in the amount of \$1,500. While we have had the funds for a while, it was just in December that her family decided that they wanted the memorial money to be used for a new Playaway collection. A new account with the Playaway company was created and the funds were used to start a Playaway collection. 29 Playaway's were purchased to launch the new collection.

#### Outreach

The Winneconne Library has been asked to assist with Children Development Days in March at the elementary school again. We will provide 50 free books, pencils, bookmarks, and library information in bags to hand out to all the children attending the screening event. We will also be advertising our new children's cards to kick off our new card drive for this summer.

The library has also been asked to participate in Family Reading Night again this year. Last year, we brought our button making machine and the kids loved it. We made over 300 buttons. This year we will be doing the same thing but will also have a lot of our advertising for the Summer Reading Program available.

In May, we will once again be going to the middle school with Dana Jerabek to get the kids excited about Summer Reading Program

Lastly, Mary Gogo at the High School has asked us to be a part of the Back-to-School Fair at the elementary school.

### **New Business**

Review and Vote to Approve the 2023 Annual Report

**Motion by Witzke to Approve the 2023 Annual Report**

**Second: Pingel**

**Vote: Jerabek-yes  
Kutchin-yes  
Pingel-yes  
Snider-yes  
Witzke-yes  
Jensen-yes**

**Motion carried.**

**Enter Closed Session per WI State Statutes Section 19.85(1)(c) to discuss the Annual Performance Review of the Library Director at 6:04pm**

**Motion by Snider to Enter Closed Session**

**Second: Witzke**

**Vote: Jerabek-yes  
Kutchin-yes  
Pingel-yes  
Snider-yes  
Witzke-yes  
Jensen-yes**

**Motion carried.**

**Re-Enter Open Session 6:21pm**

**Motion by Snider to Re-Enter Open Session**

**Second: Witzke**

**Vote: Jerabek-yes  
Kutchin-yes  
Pingel-yes  
Snider-yes  
Witzke-yes  
Jensen-yes**

**Motion carried.**

### **Discuss Policy for Meeting Room**

Amanda informed the board that news was spreading about the newly updated community room, and has since booked a baby shower, a wedding shower, and a birthday party leading into this summer. It was discussed that a new policy and forms for the room for such events needed to be created. It was agreed that we should use a similar form from the Village for renting the barn and other park buildings. More discussion to follow.

### **Review and Discuss Lease**

Amanda informed the board that Village Administrator, Logan Fuller, had said this lease was a very rough draft, and we will spend some more time going through it before agreeing to sign. Amanda informed the board that she read through the lease, and the only correction she saw, was that all utilities should be included in the rent/lease.

### **Other**

Amanda informed the board that she will be on vacation for the April meeting. It was agreed to move it to April 1<sup>st</sup>, 2024.

The board requested Amanda start a new spreadsheet to highlight incoming donations and revenues that will be put into the RESTRICTED line (LGIP), as well as one to track the spending.

### **TABLED- Discuss Plans for 2024 Programming**

The Next Library Board meeting will be on Monday March 11th, 2024.

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

Discuss Strategic Plan

Discuss 2024 Programming Plans

The meeting was adjourned at 6:34pm by Library Board President Jeff Jensen.