

Kaukauna Public Library Board Meeting Minutes

May 28, 2019

President Lucas called the Kaukauna Public Library Board of Trustees Meeting to order at 5:30 PM.

Present: *D. Driessen, C. Fallona, O. Fischer, M. Kilgas,, J. Lucas, A. Neumeier, C. Van Boxtel, and J. Vondracek.*

Excused: *P. Landreman*

Also present: *A. Thiem-Menning and A. Schneider.*

Compliance with Open Meeting Law

- A Notice of the Meeting of the Kaukauna Public Library Board was emailed and an Agenda for the meeting was posted at City Hall and in the Library more than twenty-four hours prior to the meeting.

Public Appearances/Announcements:

- Thiem-Menning introduced the new Assistant Director, Angela Schneider, to the Board.

Election of Officers:

- President: Diana Driessen
- Vice President: Olivia Fischer
- Financial Secretary: Jane Vondracek
- Recording Secretary: Anna Neumeier

Action Items

- Consent Agenda
 - Motion to approve Consent Agenda by Vondracek. Seconded by Driessen.
 - Motion passed unanimously.
 - Vondracek moved to approve the April Library Board Meeting Minutes with a correction for the attendance to include C. Fallona. Seconded by Driessen.
 - Motion passed unanimously.

Reports

- Director's Report
 - Thiem-Menning clarified that the budgeted contribution from each county to the Kaukauna Public Library is determined by a certain amount per library card for each county allocation for library services.
 - Part-time staff member Kelly Lefevre is leaving the library. The job has been posted and the hiring process is currently underway.
 - Thiem-Menning shared that merger discussions are still underway between library systems across the state. The goal is to have more centralized hubs for materials, set standards for delivery services, and provide internet equality across the state.
 - A new library ILS, either Polaris or Dynix, will be implemented in OWLS in the near future.
 - The hydroponic farm is doing very well and is a welcome addition to the library. Forks Farms is supervising these initial efforts and advising on how to address growing challenges in our building. Future opportunities to involve local schools in this project were discussed, and it was noted that crops will be shared in the library's Little Free Pantry.
 - As requested, Thiem-Menning shared statistics on fines for Kaukauna Public Library users. Currently, 17% of patrons are unable to utilize library services and materials due to fines. This

number was higher than anticipated. The Board will continue to discuss library fines in the future.

- Last summer, the library was a venue for the summer feeding program for school children. Unfortunately, the attendance quota was not met and this program is not being run in the Kaukauna school district this year. However, the library would still like to address this need in our community by providing one meal for 13 weeks this summer. Local restaurants and businesses were asked to donate to this effort.

- Assistant Director's Report: No comment.
- Motion to place all reports on file by Vondracek. Seconded by Fischer. Motion carried unanimously.

New Business:

- D. Driessen and O. Fischer joined the Library Board's Personnel Committee.
- P. Landreman and J. Lucas joined the Library Board's Finance Committee. J. Vondracek will continue to work on the Finance Committee as well.

Adjournment

- Motion to adjourn by Driessen. Seconded by Fallona. Motion carried unanimously.
- Meeting adjourned at 6:50 PM

Drafted by: Anna Neumeier

Approved by: Ashley Thiem-Menning