

Kaukauna Public Library Board Meeting Minutes

November 26, 2019

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

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

Excused: *P. Landreman, C. Fallona*

Also present: *A. Thiem-Menning, Angela 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:

- The board plans to meet on December 12th at 5:30pm for an Executive Session.

Action Items

- Consent Agenda
 - Amend the minutes to reflect that we came back into open session
 - Neumeier moved to approve the October Financial and Statistics Reports and the October Board Meeting Minutes with the amendment to include the motion to return to open session after the Closed Session concluded. Seconded by Lucas. Motion passed unanimously.

Reports

Directors Report

- The 2020 Kaukauna Public Library Budget was adopted. This budget was shared at the October Kaukauna Public Library Board Meeting, and no changes were made.
- The library hopes to host the Summer Food Program again in 2020. The program provides students a free lunch Monday-Friday at noon.
- Thiem-Menning received questions from patrons regarding the Give a Gift event, and clarified that it is a fundraiser.
- The board discussed library and foundation accounts at local banks and the charges that occur when an account reaches a certain balance. Thiem-Menning will continue to monitor the accounts and explore options for accounts that can maintain low balances without incurring fees.
- Vondracek moved to place the reports on file, Seconded by Van Boxtel. Motion passed unanimously.

Unfinished Business

- None

New Business

- Thiem-Menning shared fine free proposal options that will be shared with Kaukauna City Alderman.
- Kilgas moved to approve the Photography and Videography Policy. Seconded by Fischer. Motion passed unanimously.

Adjournment

- Motion to adjourn by Kilgas. Seconded by Vondracek. Motion carried unanimously.
- Meeting adjourned at 6:08 PM

Drafted by: Anna Neumeier

Approved by: Ashley Thiem-Menning