

**Winneconne Public Library Board of Trustees**  
**Meeting Minutes**  
**Monday, September 9, 2019**

**Meeting called to order by Library Board President Jeff Jensen at 6:00pm.**

**ROLL CALL**

Members Present: Jeff Jensen, Mary Brefeld, Di-Anne Rengstorf, and Dana Jerabek  
Absent: Tom Snider, Brenda Kubasta  
Also Present: Holly Selwitschka, Amanda O'Neal

**PUBLIC PARTICIPATION** none

**CONSENT AGENDA**

**Motion by Brefeld to approve the consent agenda.**

**Second: Rengstorf**

**Roll Call Vote:**

**Brefeld - yes**  
**Rengstorf – yes**  
**Jerabek – yes**  
**Jensen – yes**

**DIRECTOR'S REPORT**

**PRESENTATION BY AMANDA O'NEAL**

Amanda shared statistics and great news about the success of the library's summer reading program. She reviewed a handout that illustrated the participation statistics and some memorable photos from events. She acknowledged challenges and provided ideas for changing those aspects of the program in the coming year. The most popular event by far was Nerf Wars, and Amanda anticipates offering more opportunities for similar events.

Library Highlights: Holly highlighted upcoming programs including: author visits, class visits, story times, and an encore session of Self Defense for Women.

FOL update: The Friends of the Library have a lot on the burner this fall: corn toss tournament for the Chamber's Fall Fest event, Murder Mystery Dinner in October, Deer Hunter's Widows Bingo, and Jingle Book Bash. Club Winston will participate in Fall Fest and Jingle Book Bash with a cuddle buddy workshop at each.

Joint Library update: The next joint library committee meeting will be held Monday, September 23 at 4:30pm. The agenda calls for a collaborative brainstorming session to help bring plans for a new joint library into focus. The August meeting was canceled due to lack of a quorum.

Endowment Fund update: currently, Emily Dunham is in the process of researching the availability of the library's LGIP funds to be used for the creation of an endowment fund. The original purpose of the prior donation must be confirmed before using it in this way. The next step is to develop a purpose. Holly will find

sample purpose statements from other library's who have established endowments and bring those examples to the next meeting.

Correspondence: Holly shared an incident in which a library patron was hurt in the parking lot, then asked the board members to sign the Memo to Tracy Aerts commending her for handling the situation well.

### **New Business**

**2020 Budget draft:** Holly very briefly reviewed the draft; however, with much information missing, there is a lot of work to do on it yet.

**Personnel Policy:** Table to October, more changes may be happening.

**Schedule of Closed Days:** There was a discussion about what days to close and when not to close. The decision will be tabled until the next meeting. Holly will bring more information including prior use statistics to help the board make an informed decision.

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

- Community Foundation endowment fund update
- 2020 Budget
- Joint Library update
- Director Annual Performance Review
- Personnel Policy Changes

The next Library Board meeting will be held Monday, October 14 at 6pm.

The meeting was adjourned at 6:36pm by Library Board President Jeff Jensen.