

Winneconne Public Library Board of Trustees
Meeting Minutes
Wednesday December 18th, 2024

Meeting called to order by Library Board President Jeff Jensen at 5:34pm

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, Joshua Janikowski, Natalie Pingel and Joanne Loy (via phone from Florida)

Absent: Dana Jerabek, Colleen Kutchin(excused)

Consent Agenda

Motion by Snider to approve the Consent Agenda Minutes

Second: Pingel

Vote: Janikowski-yes

Loy-yes

Pingel-yes

Snider-yes

Jensen-yes

Motion carried.

Director Report:

Amanda updated the board on what was happening at the library:

- Linda decorated the library for Christmas, and it is beautiful.
- The library partnered with Create Photo Calendars and with support from a donation from the Muscavitch family, hosted a Letters to Santa program.
- Amanda updated the board on the grants and donations received for 2025 already. The Winneconne Area Community Foundation donated another \$4,000 for The Lunch Program. As previously mentioned, the WACF also awarded the library a grant of \$1,500 to support the lunch program. The Friends of the Library approved \$3,000 for SRP 2025. And Amanda will be meeting with The Men's Club on January 9th to ask for additional funds to support SRP 2025.
- The Winneconne Area Homeschooler group meets every Tuesday, and the group has really grown and taken off. Board member Natalie Pingel and staff member Jackie Steiner run the group.

Old Business

Review and approve policy for minimum age requirements has been tabled until January.

New Business

Discuss and Approve 2025 Operating Budget

Motion by Janikowski to approve the 2025 Operating Budget as Presented:

Second: Loy

Vote: Janikowski-yes

Loy-yes

Pingel-yes

Snider-yes

Jensen-yes

Motion carried.

Discuss and Approve Staff Christmas Appreciation Gifts

The Library Board all agreed to the purchase of 4 \$50 gift cards for the staff for Christmas.

Discuss and Approve Library Board Schedule for 2025

It was agreed to continue with the second Monday of the month at 5:30pm with special meeting hours during the summer months of 4:30pm.

Discuss and Approve the Date in January to Close for Staff Training Day

Amanda asked the board for permission to close the library to the public on Monday January 6th to allow her and the staff to do in-house training on all changes from Winnefox, Libby, Hoopla and WCTS. All staff will be available at the same time, which doesn't happen often. Curbside service will still be available.

Motion by Pingel to approve the Closing the Library on Monday January 6th for In-House Training:

Second: Janikowski

Vote: Janikowski-yes

Loy-yes

Pingel-yes

Snider-yes

Jensen-yes

Motion carried.

The Next Library Board meeting will be on Monday January 13th at 5:30pm.

Items for the Next Meeting:

Director's Annual Review

Staff Reviews with Director

CPR Training for Staff

Review Library Policy Handbook

Library Board Emails

The meeting was adjourned at 5:59pm by Library Board President Jeff Jensen.