

## Neenah Public Library Board of Trustee Meeting Minutes – September 20, 2023

### **Call to Order**

Board Vice-President McMahon, in the chair, called the Neenah Public Library Board of Trustees meeting to order at 4:02 p.m. Members present: Michael Koller, Beth Irish, George Scherck, Tami Erickson, Jenn McMahon, Carol Codner, Randy Fieldhack, Joshua Kutney, Harrison Flint and Alivia Haller.

Members excused: Lisa Hemes and Pat Rickman

Present Nicole Hardina-Wilhelm, director, Nancy Baird, circulation services manager, and Katrina Wulff, youth services manager.

### **Minutes**

On the motion of Irish, seconded by Codner, the Board approved the Library Board meeting minutes of August 23, 2023.

Koller arrived at 4:05 p.m. and assumed the chair.

### **Statistical report**

Year to date circulation is up 4%, customer count is up 16%, meeting room use is 14%, and program attendance is 47% year to date.

### **Director's Report**

The Community Foundation visited Storytime for Everyone at Valley VNA, interviewed attendees, and sound-recorded part of the program for their podcast. Several staff members staffed a table at the YMCA during Welcome Week.

### **Department reports**

Circulation Services Report, Nancy Baird

The Volunteer Appreciation picnic is Saturday, October 28, 4:30 – 6:30 p.m., and board members are invited. New self-check machines will scan a barcode from a patron's phone.

Youth Services Report, Katrina Wulff

Fall programs started with excellent attendance. We are partnering with Big Brothers Big Sisters and hosting an activity at the library.

### **Bills for consideration**

On the motion of Fieldhack, seconded by Scherck, the Board approved payment of the September bills.

### **2024 Budget request – update**

Director Hardina-Wilhelm met with Mayor Lang, Finance Director Rasmussen, and Deputy Finance Director Kahl on September 20 to review the budget. No concerns were voiced with the Library's Budget request and CIP items.

**Culture Team**

Circulation Services Manager and City Culture Team member Baird explained the history of the Culture Team and the process of creating the four values and mission. She presented the four values, mission statement, and information about the employee workshops.

Next regularly scheduled meeting  
Wednesday, October 18, 4:00 p.m.

**Adjournment**

On motion of Fieldhack, seconded by Irish, the Library Board adjourned at 4:52 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "N. Hardina-Wilhelm". The signature is written in a cursive style with a large initial "N" and a long, sweeping underline.

Nicole Hardina-Wilhelm