

## **Neenah Public Library Board of Trustee Meeting Minutes – March 16, 2022**

### **Call to Order**

With Fieldhack, board president, in the chair, the Neenah Public Library Board of Trustees meeting was called to order at 4:01 p.m. in the Shattuck Community Room. Members present: Randy Fieldhack, Michael Koller, Tami Erickson, Lisa Hemes, Pat Rickman, Beth Irish, George Scherck, and Lukas Schmerse. Members excused: Carol Codner, Nikki Winiecki, Jenn McMahon, and Aneka Blenker.

Also present: Gretchen Raab, director, Nicole Hardina-Wilhelm, deputy director, and Nancy Baird, circulation services manager.

### **Minutes**

On motion of Erickson, seconded by Hemes, the Board approved the minutes of the Library Board meeting of February 16, 2022.

### **Statistical report**

Customer count and volunteer hours continue to increase.

### **Bills for consideration**

On motion of Hemes, seconded by Erickson, the Board approved payment of the March bills.

### **Director's Report**

The Library received several donations in memory of three longtime Library patrons. Appleton Public Library's piano was delivered.

### **Department reports**

Circulation Services Report, Nancy Baird:

66 postcards have been returned from the inactive patron project.

Technical and Adult Services Report, Nicole Hardina-Wilhelm:

123 patrons signed up for our new book subscription service, *Bookscription*. The second Speed Puzzling Tournament was a huge success with 28 teams competing and 17 teams completing the 1000-piece puzzle in the allotted time allowed. The Adult Department received a donation of Kwik Trip gift cards for the Adult Summer Reading Program.

### **Capital Improvements Budget**

The director On motion of Rickman, seconded by Irish, the Board approved the CIP budget requests.

### **Act 420**

On motion of Irish, seconded by Hemes, the Board approved the billing of the following counties: Calumet: \$29,598; Green Lake: \$95; Fond du Lac: \$2,047; Waushara: \$824.

### **Director's evaluation**

Finance and Personnel Committee Chair Koller will coordinate a date with the Finance and Personnel Committee members via email for the director's performance evaluation.

**Continuity Planning Policy – Hiring a New Library Director**

Board members discussed the proposed policy changes and the differences between hiring City department heads and a library director. Questions were raised about the selection and interview process. Director Raab will invite Human Resources Director Kehl to a future board meeting to address the Board's questions and explain the typical process for hiring City department heads.

**Next regularly scheduled meeting**

Wednesday, April 20 at 4:00 p.m. in the Carpenter Conference Room.

**Adjournment**

On motion of Erickson, seconded by Rickman, the Library Board adjourned at 4:50 p.m.

Respectfully submitted,

Nicole Hardina-Wilhelm