

## **Neenah Public Library Board of Trustee Meeting Minutes – September 15, 2021**

### **Call to Order**

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

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

### **Minutes**

On motion of Erickson, seconded by Irish, the Board approved the minutes of the Library Board meeting of August 18, 2021.

### **Statistical report**

Overall circulation is up 12% over 2020. Youth digital books are up 39%, because of the increasingly popular Wonderbooks collection. Questions answered by staff are up 11% over last year.

### **Bills for consideration**

On motion of Rickman, seconded by Erickson, the Board unanimously approved payment of the September bills.

### **Director's Report**

The director shared that fine free is going smoothly. New carpet was installed in the Shattuck Community Room and the elevator.

### **Department reports**

#### **Circulation Services Report**

Baird reported the credit card machines have been removed from the self-check machines. The removal of the three machines will save the Library \$1,800 in annual maintenance/service fees.

#### **Youth Services Report**

Wulff discussed staff's visit to the Neenah Joint School District Wellness Expo and outreach visits to the YMCA, Stepping Stones daycare, and Neenah Soccer Club elementary school games. Outdoor story times are off to a great start. Youth staff are establishing a new book subscription service for ages 5 -18: "Fresh Pages."

#### **Adult and Technical Services Departments**

Hardina-Wilhelm spoke about upcoming in-person programs.

### **Operating Budget, CIP Facilities Budget, CIP Equipment Budget**

The director and deputy director met with the Mayor Kaufert and Finance Director Easker to discuss the budget request for 2022. All board members are welcome to attend the budget workshops, which will be held in early November.

**Current protocols during COVID**

Because COVID cases in the area continue to be high, masks are required for all patrons and staff, regardless of vaccination status.

**Programming Policy**

The director spoke to the need for a programming policy and answered questions from the Board. After discussion, Fieldhack asked Raab to bring a revised policy to the October Board meeting.

**Future Agenda Items**

Programming Policy revisions

**Next regularly scheduled meeting**

Wednesday, October 20 at 4:00 p.m. in the Shattuck Community Room.

**Adjournment**

On motion of Erickson, seconded by Rickman, the Library Board adjourned at 4:56 p.m.

Respectfully submitted,

Nicole Hardina-Wilhelm