

RICE LAKE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES – MINUTES FROM THE MEETING OF
Tuesday August 8th, 2023 at 4:00 p.m.
Rice Lake Public Library
2 E. Marshall St., Rice Lake, WI 54868

Members Present: Jane Thompson, Stacy Wetzel, Melissa Kozma, Abby Fischer, Amanda Morey, Gina Sookiayak and Chris Fitzgerald.

Members Absent: Marsha Scherz and Bun Hanson

Others Present: Library Director Rachel Thomas, Public Services Director Claire Parrish

Call to order: Amanda Morey called the meeting to order at 4:03.

Public Appearances: None

Approval of minutes of the July 2023 meetings: A motion was made by Stacey Wenzel to approve the minutes from the July 2023 Board of Trustees meeting. Seconded by Chris Fitzgerald Motion carried.

Review and approval of bills from July 2023: Bills were reviewed and found to be in order. A motion was made by Chris Fitzgerald to approve the bills for July 2023. Seconded by Abby Fischer. Roll call vote. Voting for: Amanda Morey,Chris Fitzgerald,Jane Thompson, Melissa Kozma, Abby Fischer,Gina Sookiayak, and Stacey Wenzel. Voting against: none. Motion carried.

Review of financial statements from July 2023: Discussed. Spending for the year continues to be on track. Line items reviewed and discussed.

Statistics from July 2023: July had an average of 39 patron visits per hour, with an average of 381 patrons per day. 9,078 physical items were checked out. Storytimes continue to be popular with 369 participants for the month. The most popular programs for the month were Magician Jeff McMullen 181,Family Night Out 127,and Polka Dot Zebra's & Make an Instrument 45. Also, highlighted in discussion were the amount of computer usages of 581. New addition of 64 patrons. Fewer circulations than last month but visits to the library is encouraging with the main street construction project.

Director's Report: Director Thomas reported on the many programs and activities presented. Also, honored presenters were Peter Kwong's cooking program, Boardwalk gave a demonstration of Clank in Space and Bad Art night made robots. Other programs presented were Book Talk and Walk gathering, Animal Crossings party, Community Cares event, and introduction Circuit class. Discussed were the upcoming programming and the wrap up of the Summer Reading Program with a pool party at the Rice Lake Swimming Pool. Another upcoming night with Boardwalk demonstrating another game. And the well attended Lunch Bunch Program that will end on August 30th. Staff shared that the kayaks are available for checkout and that staff are still making adjustments to the kayak checkout process. Director Thomas shared that the Public Services Director posting is closed and there will be 3 candidates interviewed.

Friends of the Library Report: Melissa Kozma reported that the Friends are back to meeting again. The Friends had talked about some fundraising ideas. Also hoping to complete the Sculpture garden project this fall to welcome visitors to the “New Main Street.” The Friends were in search of someone to do the sculpture installation.

Discussion:

Review of 2024 budget: The proposed budget for 2024 was discussed. In this budget, consideration was given to providing part-time staff with more hours to go towards library programming. There was also discussion about turning a part-time position into a full-time position, specifically for programming and outreach, when the next staff opening occurs in 2024.

Appreciation of Public Service Director Claire Parrish: Library Director Rachel Thomas and the Library Board expressed their gratitude to departing Claire for the amazing work and compassion she has had for our Library & community. Claire’s last day will be September 1st.

Comments: None.

Melissa Kozma made a motion to adjourn. Seconded by Amanda Morey.Meeting adjourned at 5:3 pm.

The next meeting is scheduled for Tuesday September 12, 2023 at 4:00 pm.

Minutes submitted by Jane M. Thompson.