

RICE LAKE PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES – MINUTES FROM THE MEETING OF
Tuesday, April 9th, 2024 at 4:30 p.m.
Rice Lake Public Library
2 E. Marshall St., Rice Lake, WI 54868

Members Present: Jane Thompson, Melissa Kozma, Amanda Morey, Gina Sookiayak, Marsha Scherz and Bun Hanson.

Members Absent: Chris Fitzgerald and Abbey Fischer

Others Present: Library Director Rachel Thomas, Public Service Director Shelby Friendshuh, and Cecelia Cole from IFLS

Call to order: Amanda Morey called the meeting to order at 4:30.

Public Appearances: None

Approval of minutes of the March 2024 meeting: A motion was made by Marsha Scherz to approve the minutes from the March 2024 Board of Trustees meeting. Motion seconded by Bun Hanson. Motion carried.

Review of financial statements from March 2024: Director Thomas reported that the budget is on track. This month there is an increase in ordering books and publishings as time allowed. Friends of the Library will no longer have a credit card, they will be paying by check in the future. There were several added costs of furniture, shelving, and marketing.

Melissa Kozma motioned to approve the minutes from the March 2024 Board of Trustees meeting. Motion seconded by Marsha Scherz. Roll call vote. Voting for: Jane Thompson, Melissa Kozma, Amanda Morey, and Gina Sookiayak. Marsha Scherz and Bun Hanson. Motion carried.

Statistics from March 2024: March had an average of 39 patron visits per hour, with an average of 371 patrons per day, 20,256 physical items were checked out.

Programming: Storytimes were enjoyed with 427 participants for the month. We had a busy month: 1,000 Books 4, Makerspace Teen 50 & Adult 60, Puzzle 24, Whiteboard 30, Scavenger Hunt 208. The Fellowship 15, Adult Book Club 14, Cheese Heads 20, Explore & Create 57, Pokemon Trainer Club 49, Sit n Knit 7, Adult Craft 23, Family Bingo 68, and more.

Total Programming Attendance 1,353

Computer usage 792

New additional patrons 95

Meeting room 140

New items 591

Tech Help 5

Review of Director's Report: Director Thomas shared that we had a busy, yet successful month in programming. A few programming highlights from the Red Cedar Valley Heritage Study Group, with a presentation by Professor Douglas Faulkner. Adult Craft Night, and Storytime presented by Officer Andy. A wonderful presentation for the Beginning Readers Book Club by author David LaRochelle. Upcoming programming with a local favorite Michael Perry.

Friends of the Library Report: Melissa Kozma reported that the friends are looking for fundraising opportunities: Applebees, donations, and a booth at the park during the children's fishing event.

Bun Hanson left: 5:47

Brief 2: Subject Biennial RLPL Policy Review

Brief 2 was set aside until our next meeting. A motion was made to table Brief 2 by Gina Sookiayak and 2nd by Amanda Morey. Roll call vote

Brief 3: Subject Youth Services Assistant II Position

All options were reviewed, and Option C was selected. Option C "To change the position title and job description of the upcoming vacant position from Youth Services Assistant II to Circulation Assistant and allow for immediate posting of the Circulation Assistant position for hire."

A motion was made by Gina Sookiayak to accept "Option C". Voting in favor: Melissa Kozma, Marsha Scherz, Gina Sookiayak, Amanda Morey, and Jane Thompson.

Adjournment: The meeting was adjourned at 5:57 p.m.

The next meeting is scheduled for Tuesday, May, 14 2024 at 4:30 pm.

Minutes submitted by Jane M. Thompson.