

**RICE LAKE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MINUTES FROM THE MEETING OF**

Tuesday, March 11, 2025

Rice Lake Public Library  
2 E. Marshall St., Rice Lake, WI 54868

**Members Present:** Abbey Fischer, Chris Fitzgerald, Bun Hanson, Melissa Kozma, Marsha Scherz, and Gina Sookiayak

**Members Absent:** Amanda Morey and Jane Thompson

**Others Present:** Rachel Thomas, Library Director

**Call to Order:** As Abbey Fischer could only attend virtually, Chris Fitzgerald ran the meeting. Fitzgerald called the meeting to order at 4:02 pm.

**Public Appearances:** None

**Approval of the February 2024 Meeting Minutes:** Motion to approve the minutes by Marsha Scherz, seconded by Abbey Fischer.

**Review and Approval of Bills from February 2024:** Motion to approve by Bun Hanson, seconded by Marsha Scherz. Roll call vote: unanimous approval.

Gina Sookiayak arrived at 4:05 pm.

**Review of Financial Statements from February 2024:** Director Thomas shared the February financial statements, nothing unusual was noted.

**Review of February 2024 Library Statistics:** While February was a bit more quiet than last year at this time, we expect visitor and checkout numbers to increase in the coming months. The library gained 69 new patrons, added 231 items to the collection, and hosted 624 computer sessions this month.

**Review of Library Director's Report:** The Dog Man party was the most attended program in February! The Winter Reading Program wraps up on March 14th with a family bingo night. The report also highlighted the wide range of projects that staff are working on, for example: a seed library to promote local gardening; the Laundromat Library program, with another 77 books

given away in February; and the Barron County Jail Program, which helps provide used magazines and softcover books in good condition for the jail library.

**Friends of the Rice Lake Public Library updates:** The Friends of the Library are working with Sterling Bank on funding and promoting the Imagination Library program, which mails free, high-quality books to area children ages 0 - 5 regardless of the family's income. The Friends are also working on a federal grant application to help with the cost of the program.

**Briefing Report: Staff Development Day Closure**

Melissa Kozma made the motion to approve changing the library closure date for Staff Development Day from Friday, March 28 to Tuesday, March 25, 2025. Motion seconded by Bun Hanson. Unanimous approval from the board.

**Briefing Report: Biennial Personnel Addendums Policy Review**

Bun Hanson motioned to approve, Melissa Kozma seconded accepting the recommended changes to Part Three and the Introduction in the Rice Lake Public Library Addendums policies. Unanimously approved by the board.

**Discussion: Library Building Window Repairs**

Chris Fitzgerald made a motion to spend up to \$45,000 to fix library windows; motion seconded by Bun Hanson. Roll call vote: unanimous approval.

**Adjournment:** Chris Fitzgerald adjourned the meeting at 5:07 pm.

The next meeting of the Rice Lake Public Library Board of Trustees is scheduled for Tuesday, April 8th, 2025.

Minutes prepared by Melissa M. Kozma