

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

Tuesday, April 8, 2025

Rice Lake Public Library

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

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

**Members Absent:** None.

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

**Call to Order:** Abbey Fischer called the meeting to order at 4 pm.

**Public Appearances:** None.

**Approval of the March 2025 Meeting Minutes:** Motion to approve the minutes, Chris Fitzgerald; motion seconded, Jane Thompson.

**Review and Approval of Bills from March 2025:** Motion to approve the bills, Chris Fitzgerald; motion seconded, Bun Hanson. Roll call vote: all present approved.

Gina Sookiayak arrived at 4:06 p.m.

**Review of Financial Statements from March 2025:** Director Thomas shared that all accounting is in, and library spending is on track. It appears that the library overpaid the heating bill, but that will be fixed. The city is behind on some data entry.

**Review of Library Statistics:** In the month of March, the library added 68 new patrons; 338 new items to the collection; and had 841 computer sessions.

**Review of Library Director's Report:** March programming highlights included 85 bingo players at Family Bingo Night, 23 movie watchers at the Saturday Cinema program, and 44 plant enthusiasts at Houseplants 101. Director Thomas is keeping the board up to date on how the library may be affected by changes in federal funding, which in turn could affect Wisconsin state funding for public library services. The library has ordered some new, versatile furniture and accessories for the RCU Community Room. This should make areas in the Community room even more user-friendly, hopefully in time for summer!

**Friends of the Rice Lake Public Library updates:** The Friends are working on funding for the Imagination Library program, which provides free books for children ages 0-5 living in the 54868, 54841, 54857, and 54822 or 54817 zip codes.

**Briefing report: Temporary Part-time Library Assistant**

Melissa Kozma motioned to approve a job posting seeking a Temporary Part-time Library Assistant for twelve weeks this summer; Chris Fitzgerald seconded the motion. Roll call vote: unanimous approval.

**Discussion: Nora's Cupboard information**

The Board decided to pass on having a Nora's Cupboard (outdoor refrigerated free pantry) location outside of the library at this time.

**Discussion: Library Staffing**

At the board's request, Director Thomas is providing detailed information about the current staffing plan and ways it might be improved to keep the library running smoothly. This topic will be revisited again after the summer. During the summer, Rachel plans to observe how things work with the addition of the temporary part-time library assistant, which will provide a chance to try out different staffing configurations.

**Adjournment:** Abbey Fischer adjourned the meeting at 5:14 p.m.

The next meeting of the Library Board of Trustees is scheduled for Tuesday, May 13th, 2025.

Minutes prepared by Melissa M. Kozma