

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

Tuesday, May 12, 2026
Rice Lake Public Library
2 E. Marshall St., Rice Lake, WI 54868

Members Present: Pat Edwardsen, Abbey Fischer, Melissa Kozma, Vicky Ondell, 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 4:01 pm.

Public Appearances: Kyle Polzin

Approval of the April 2026 Meeting Minutes: Vicky Ondell made a motion to approve the minutes, and Marsha Scherz seconded the motion.

Review and Approval of April 2026 Bills: Gina Sookiayak made a motion to approve the bills, and Vicky Ondell seconded the motion. Roll call vote: unanimous approval by all board members.

Review of Financial April 2026 Financial Statements: Director Thomas has been in touch with the external auditors and the City Administrator regarding changes to interest revenue.

Review of April 2026 Library Statistics: There were on average 340 library visitors per day in April. Standout programs in terms of attendance included the ADRC Growing Connections program (52 visitors), the SEH public workshop on new developments in Rice Lake (33), and the Garden Club (27).

Review of Library Director's Report: There was a lot of positive feedback on the Community Read program, and library staff are working on ways to improve it for future offerings. The library received over 40 applications for the summer temporary part-time assistant position, and will conduct interviews during the week of May 11. Director Thomas plans to have the employment offer made by mid-May, and paperwork completed for a position start date in early June. The RLPL community survey is set to be available soon and will likely run throughout the summer. This survey is an early step in Director Thomas's work on a five-year strategic plan

for the library.

Friends of the Rice Lake Public Library updates: The Friends did not meet in April.

Library Board Vacancy Updates

Kyle Polzin, who was present at the May meeting, has expressed an interest in joining the Library Board. Director Thomas will be sharing this information with Mayor Dodge, who oversees most of the Board appointments.

Closed Session: Security incident on 4.22.26

Gina Sookiayak made a motion to go into closed session; the motion was seconded by Pat Edwardsen. Roll call vote: unanimous agreement to go into closed session.

Motion to convene into Closed Session pursuant to WI 19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Motion to go back into open session made by Marsha Scherz and seconded by Gina Sookiayak. Roll call vote: unanimous agreement to return to open session. Closed session was informational; no action to be taken by the Board at this time.

Adjournment: Abbey Fischer adjourned the meeting at 5:26 pm.

The next meeting of the Library Board of Trustees is scheduled for Tuesday, June 9th, 2026.

Minutes prepared by Melissa M. Kozma.