



LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, April 25, 2023 at 5:30 PM

Library Board Room In-Person & Zoom Teleconference Hybrid Meeting

1. Call meeting to order
 - a. The meeting was called to order at 5:32p by President Lucas.
2. Roll call of membership
 - a. Present: J. Lucas, C. Fallona, J. Vondracek, K. Hietpas, A. Schneider, C. Van Boxel, J. Van De Hey, A. Neumeier
 - b. Excused: M. Kilgas
 - c. Also present: A. Thiem-Menning
3. Approval of minutes from previous meeting
 - a. Tuesday, March 28, 2023 Meeting Minutes
 - b. C. Fallona made a motion to approve the Tuesday, March 28, 2023 Meeting Minutes with a change to move the motion to replace reports on file below the end of the report section. Seconded by C. Van Boxel. Motion carries; all in favor.
4. Public Participation and Communications
 - a. None.
5. Action Items
 - a. Bill Register March 2023
 - i. J. Vondracek made a motion to approve the March 2023 Bill Register with a correction to the poll worker line item; seconded by A. Neumeier. Motion carries; all in favor.
 - b. Update Collection Development Policy
 - i. J. Van de Hey made a motion to update the Collection Development Policy, seconded by K. Hietpas. Motion carries; all in favor.
 - c. Update Title Reconsideration Policy
 - i. K. Hietpas made a motion to update the Title Reconsideration Policy, seconded by J. Van de Hey. Motion carries; all in favor.
 - d. Update Gifts and Donations Policy
 - i. C. Fallona made a motion to update the Gifts and Donations Policy with a removal of the Foundation text; seconded by C. Van Boxel. Motion carries; all in favor.
 - e. Social Media Policy

- i. A. Neumeier made a motion to adopt the Social Media Policy, seconded by J. Vondracek. Motion carries; all in favor.
 - f. Privacy Policy
 - i. C. Van Boxtel made a motion to adopt the Privacy Policy, seconded by A. Neumeier. Motion carries; all in favor.
 - g. 1:1 Library Staff Lesson Policy
 - i. C. Fallona made a motion to adopt the 1:1 Library Staff Lesson Policy with revisions to the second paragraph, seconded by C. Van Boxtel. Motion carries; one abstention.
 - h. Ban Policy
 - i. A. Neumeier made a motion to adopt the Ban Policy, seconded by K. Hietpas. Motion carries; all in favor.
 - i. Programming Policy
 - i. A. Neumeier made a motion to adopt the Programming Policy, seconded by J. Vondracek. Motion carries; all in favor.
- 6. Information Items
 - a. Directors Report
 - i. Director Thiem-Menning shared the conference program from the Toward One Wisconsin conference. She also noted that new employees are already assisting with enhancing our Spanish translation and outreach to the community.
 - b. Adult Services Librarian Report
 - c. Youth Services Librarian Report
 - d. Communications Coordinator Report
 - e. Local Historian Report
 - f. Trustee Topic 5
 - g. Statistics
 - i. J. Vondracek made a motion to place the reports on file, seconded by C. Van Boxtel. Motion carries; all in favor.
- 7. Adjournment
 - a. The meeting adjourned at 6:58p.