

LIBRARY BOARD MEETING

City of Kaukauna
Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, February 22, 2022 at 5:30 PM



MINUTES

1. Call Meeting to Order

President Lucas called the Kaukauna Public Library Board of Trustees Meeting to order at 5:40 pm. (Meeting start delayed due to technology issues.)

2. Roll Call of Membership

Present: S. Beach, O. Fischer, K. Hietpas, M. Kilgas, J. Lucas, A. Neumeier, C. Van Boxtel, J. Van De Hey, and J. Vondracek

Also present: A. Schneider and A. Thiem-Menning

Excused: J. Vondracek

3. Reading and Approval Minutes

Kilgas moved to approve the January 25, 2022 Meeting Minutes. Seconded by Fischer. Motion passed unanimously.

Van De Hey moved to approve the Closed Session Minutes from January 25, 2022 Meeting. Seconded by Van Boxtel. Motion passed unanimously.

4. Public Participation and Communications

5. Closed Session

Van De Hey made a motion to move to into Closed Session pursuant to §19.85(1)(g) at 6:01 p.m. to confer with legal counsel with respect to litigation in which it is or is likely to become involved. Seconded by Beach. Motion passed unanimously.

Van De Hey made a motion to return to open session at 6:10 p.m. Seconded by Van Boxtel. Motion passed unanimously.

6. Action Items

Kilgas made a motion to approve the Bill Register for January 2022. Seconded by Hietpas. Motion passed unanimously.

Neumeier made a motion to approve the Annual Step Increases. Seconded by Beach. Motion passed unanimously.

Schneider shared the DPI Report with the Library Board. Neumeier made a motion to approve the 2021 DPI Report. Seconded by Van Boxtel. Motion passed unanimously.

7. Information Items

Director's Report: The library board enjoyed learning more about the staff in their bios.

Assistant Director's Report: Hoopla is already on track to meet expectations for the first month of use.

Adult Services Librarians Report: Patron outreach continues, and an onboarding training for library staff is being developed. The collection also need to be inventoried.

Year End Investment Report: No discussion.

Trustee Topic 21 was on accessibility.

Statistics: We saw an increase from last year to this year, and starting in February we should have comparable data again.

Potential Merger between the KPL Foundation and Friends: We have seen a decrease in participation for both organizations, and would like to discuss merging the two groups. Both organizations exist for distinct reasons, so a merger would need to be well planned. Appleton did a similar merger in 2009, so Angela and Ashley reached out to resources within that library to discuss how to merge our organizations. Angela also shared a timeline of how the merger would work.

Van Boxtel made a motion to place the reports on file. Seconded by Fischer. All in favor. Motion passed unanimously.

8. Adjournment

Fischer made a motion to adjourn the meeting. Seconded by Hietpas. All in favor. Motion passed unanimously.

The meeting was adjourned at 6:30 pm.