



## LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, November 26, 2024 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 by President M.J. Kilgas at 5:31p.
2. Roll call of membership
  - a. Present: M.J. Kilgas, C. Fallona, A. Neumeier, J. Sager, J. Lucas, J. Vondracek & J. Van De Hey.
  - b. Excused: C. Avanzi and C. Van Boxtel
  - c. Also present: A. Thiem-Menning
3. Approval of minutes from previous meeting
  - a. Tuesday, October 22, 2024 Meeting Minutes
    - i. A. Neumeier made a motion to approve the Tuesday, October 22, 2024 Meeting Minutes, seconded by C. Fallona. Motion carries; all in favor.
  - b. Tuesday, October 22, 2024 Closed Session Meeting Minutes
  - c. A. Neumeier made a motion to approve the Tuesday, October 22, 2024 Closed Session Meeting Minutes, seconded by J. Sager. Motion carries; all in favor.
4. Public Participation and Communications
  - a. None.
5. Action Items
  - a. Bill Register October 2024
    - i. J. Vondracek made a motion to approve the Bill Register October 2024, seconded by C. Fallona. Motion carries; all in favor.
  - b. Adopt 2025 Budget
    - i. J. Van De Hey made a motion to adopt the 2025 Library Budget, seconded by A. Neumeier. Motion carries; all in favor.
  - c. Update Circulation Policy

- i. J. Sager made a motion to Update the Circulation Policy, seconded by C. Fallona. Motion carries; all in favor.

6. Information Items

- a. Directors Report
- b. Adult Services Librarian Report
- c. Youth Services Librarian Report
- d. Communication Coordinator's Report
- e. Local Historian's Report
- f. Trustee Topic 21
- g. Statistics
  - i. J. Vondracek made a motion to place the reports on file, seconded by A. Neumeier. Motion carries; all in favor.

7. Adjournment

- a. The meeting adjourned at 6:33p.

