

**Winneconne Public Library Board of Trustees**  
**Meeting Minutes**  
**Monday July 10<sup>th</sup>, 2023**

**Meeting called to order by Library Board President Jeff Jensen at 4:25pm**

The meeting was held in person inside the Winneconne Municipal Center.

**Roll Call**

Members Present in person:

Jeff Jensen, Tom Snider, Dana Jerabek, Stephanie Bongert, Natalie Pingel and Colleen Kutchin.

Absent: Gary Witzke (excused)

Also Present in Person: Amanda O'Neal

**Public Participation: None**

**Consent Agenda**

**Motion by Snider to approve the Consent Agenda Minutes**

**Second: Bongert**

**Vote: Bongert-yes**  
**Jerabek-yes**  
**Kutchin-yes**  
**Pingel-yes**  
**Snider-yes**  
**Jensen-yes**

**Motion carried.**

**Director Report:**

Amanda shared statistics on the large increase of both foot traffic and circulation. Amanda explained that while the new lunch program is certainly bringing in new patrons and families, they are also staying for programming and checking out materials. Amanda shared the stats to back up this information.

Amanda updated the board on the change in personnel with the Marketing Coordinator leaving. Amanda and the rest of the staff have divided up many of the responsibilities of said position had and Amanda will not be hiring to replace the marketing coordinator. Instead, she will be accepting applications for another desk clerk to help cover desk duties.

An overview of programming, summer reading attendance and programs was discussed.

### **Old Business**

#### **Continue Discussion on Asking Town of Winneconne for Donations to Budget**

Tabled until August Meeting

### **New Business**

#### **Updated on the Herd Program 2024**

Amanda met with the Director of Partnerships, Nic Malouf and Ethan Hollenberger, Assistant to the County Executive, to discuss the second year of Hoops with the Herd. It was agreed that this winter's reading program could be much more successful with more marketing and additional time to get the word out on the program. New incentives for participants were also discussed. The Herd mascot, Pointer, will also do multiple appearances in the Village to support the program this summer into fall. Pointer will be participating in the Sovereign State Days parade, Fall Fest and more.

Other

Natalie Pingel suggested we have t-shirts to have staff and volunteers wear in the SSD parade with The Herd. It was also mentioned that we should look for additional volunteers/ staff that can walk in the parade to showcase the partnership with The Herd and the Winneconne Library. Amanda agreed to spread the word. Natalie and her family will be walking in the parade.

It was agreed that a meeting of the Personnel and Finance Committee for the library should call for a special meeting to discuss 2024 budget as well as personnel needs.

**Enter Closed Session per WI State Statutes Section 19.85(1)(c) to discuss the Hiring of New Desk Clerk and Wage Increases for Current Staff Members.**

**Motion by Snider to Enter into Closed Session at 4:44pm.**

**Second: Kutchin**

**Vote: Bongert-yes**

**Jerabek-yes**

**Kutchin-yes**

**Pingel-yes**

**Snider-yes**

**Jensen-yes**

**Motion carried.**

**Re-Enter Open Session**

**Motion by Snider to Enter back into Open Session at 5:17pm.**

**Second: Kutchin**

**Vote: Bongert-yes**

**Jerabek-yes**

**Kutchin-yes**

**Pingel-yes**

**Snider-yes**

**Jensen-yes**

**Motion carried.**

The Next Library Board meeting will be on Monday August 14<sup>th</sup>, 2023.

**Items for the Next Meeting:**

2024 Budget

Asking Town of Winneconne for Donation to Budget

The meeting was adjourned at 6:20pm by Library Board President Jeff Jensen.