

Winneconne Public Library Board of Trustees
Meeting Minutes
Monday February 24th, 2025

Meeting called to order by Library Board President Jeff Jensen at 5:29pm

The meeting was held in person inside of the Village of Winneconne Municipal Center inside the Winneconne Public Library.

Roll Call

Members Present in person: Jeff Jensen, Tom Snider, Joshua Janikowski, Colleen Kutchin, Dana Jerabek, and Natalie Pingel (5:31)

Teams: Joanne Loy (From Florida)

Consent Agenda

Motion by Snider to approve the Consent Agenda Minutes-Approving Minutes from December 18th and December 2024, and January 2025 Bills (No Meeting in January)

Second: Janikowski
Vote: Janikowski-yes
Jerabek-yes
Kutchin-yes
Loy-abstain
Pingel-yes
Snider-yes
Jensen-yes

Motion carried.

Old Business

Review and Approve New Policy for Minimum Age Requirements for Children in the Library Unattended

Motion by Kutchin to Approve New Policy for Minimum Age Requirements for Children in the Library Unattended

Second: Pingel
Vote: Janikowski-yes
Jerabek-yes
Kutchin-yes
Loy-abstain
Pingel-yes
Snider-yes
Jensen-yes

Motion carried.

New Business

Review and Approve the 2024 Annual Report

Motion by Jensen to Approve the 2024 Annual Report, with the correction of removing Gary Witzke from the List of Board Members and replacing with Joshua Janikowski.

Second: Snider
Vote: Janikowski-yes
Jerabek-yes
Kutchin-yes
Loy-abstain
Pingel-yes
Snider-yes
Jensen-yes

Motion carried.

Review and Approve Changes to Winneconne Public Library Bylaws (Section 5: Quorum) to Allow Voting from Members of the Library Board via Zoom, Teams, etc. (Virtually)

Motion by Janikowski to Approve Changes to Winneconne Public Library Bylaws (Section 5: Quorum) to Allow Voting from Members of the Library Board via Zoom, Teams, etc. (Virtually)

Second: Kutchin
Vote: Janikowski-yes
Jerabek-yes
Kutchin-yes
Loy-abstain
Pingel-yes
Snider-yes
Jensen-yes

Motion carried.

Director Report:

Amanda updated the board on what was happening at the library:

- Winter Reading Programs are coming to an end. Storytimes have been well attended.
- Blind Date with a Book was so successful, patrons asked for another one, so the library will be doing Spring Fling with a Book in April.
- Amanda updated the board that as of February 2025, the library has acquired \$11,000 for funding for Summer Reading Program.
- Amanda made 75 Book Bundles for the incoming 4k Kids at the Elementary School.

- The Elementary School invited Amanda to One Book, One School event to open library cards and share Summer Reading Program information.
- Amanda informed the Board on the changes for SRP 2025, mostly the time changes for programming moving to the afternoon, after lunch, to better serve the children and families in the community that also go to Summer School.
- Amanda informed them of some of the Spring and Fall events for adults, including some leads on Financial Literacy Education. Kutchin mentioned the Winneconne News had a spotlight on the new Fraud Specialist from Premier Community Bank. Amanda will contact her. Mr. Fuller, Village Administrator, also connected Amanda with Brian Tisler who specializes in education for when your spouse dies, you go through a divorce, etc.
- With the kick-off of the seed library, Amanda is attempting to find a Master Gardener or someone who would be willing to lead a small workshop on starting plants indoors and moving them outside.

Other

Library Board e-mails were discussed, and it was decided that if any board member was interested, they could open a separate google email for library business only. This is up to each individual board member.

Jensen suggested Amanda investigate AI support of documents meetings to aid in her taking minutes and preparing for future meetings. Suggested looking into Gemini and Co-Pilot.

Amanda will also be combining all policies into one PDF so the board may have them in one place. Throughout 2025, Amanda and the Library Board will be reviewing and updating policies and procedures.

The Next Library Board meeting will be from its original scheduled date of Monday March 10th to Monday March 17th at 5:30pm.

Items for the Next Meeting:

Director's Annual Review
Staff Reviews with Director
CPR Training for Staff

The meeting was adjourned at 6:19pm by Library Board President Jeff Jensen.