



LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, August 22, 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 Vice President C. Fallona.
2. Roll call of membership
 - a. Present: C. Fallona, C. Van Boxtel, J. Vondracek, J. Lucas, A. Neumeier, A. Schneider & K. Hieptas
 - b. Excused: M.J. Kilgas, J. Van De Hey
 - c. Also Present: A. Thiem-Menning
3. Approval of minutes from previous meeting
 - a. Tuesday, August 22, 2023 Meeting Minutes
 - i. A. Neumeier made a motion to approve the Tuesday, August 22, 2023 Meeting Minutes, seconded by C. Van Boxtel; motion carries, all in favor.
4. Public Participation and Communications
 - a. Bradley Shipps, Director of the Outagamie Waupaca Library System presented to the Board about county allocations.
5. Action Items
 - a. Bill Register June 2023
 - i. J. Vondracek made a motion to approve the Bill Register June, seconded by A. Schneider. Motion carries, all in favor.
 - b. Bill Register July 2023
 - i. K. Hieptas made a motion to approve the Bill Register July 2023, seconded by A. Neumeier. Motion carries, all in favor.
 - c. Adopt Library Faxing Policy
 - i. A. Neumeier made a motion to adopt the Faxing Policy, seconded by C. Van Boxtel. Motion carries, all in favor.
 - c. Approve 2024 Closures
 - i. A. Schenider made a motion to approve the 2024 Closures, seconded by A. Neumeier. Motion carries; all in favor.
6. Information Items
 - a. Directors Report
 - i. Thiem-Menning noted the change in the financials from the transition from Springbrook to NetSuites.
 - ii. An On-Call is likely to be hired from the Hispanic Outreach Coordinator pool of applicants.
 - b. Adult Services Librarian Report
 - i. C. Fallona noted what a wonderful speaker Dr. Alphonso Simpson was.
 - c. Youth Services Librarian Report
 - i. The Board noted the success of the outdoor movie night.
 - d. Technology Coordinator Report
 - i. S. Hiese's report noted the change in google analytics and how it will change some of the stats we are reporting to make them more accurate.

- e. Communications Coordinator Report
 - i. A. Thiem-Menning brought examples of the amount of FB engagement we are getting since the Monday Barbie meme post. This has resulted in donations being made to the library and a viral presence online.
- f. Trustee Topic 8
 - i. The topic this month was on the library budget.
- g. Statistics
 - i. A. Thiem-Menning noted that we do like the negative numbers in the borrowed line as that is showing that we are improving our loan-borrower rate, which we must do to stay in compliance with OWLS.
 - ii. J. Vondracek made a motion to place reports on file, seconded by K. Hietpas. Motion carries; all in favor.
- 7. Adjournment
 - a. The meeting adjourned at 7:18p.

