



LIBRARY BOARD MEETING

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, February 28, 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 5:34p by Vice President M. Kilgas.
2. Roll call of membership
 - a. Present: M. Kilgas, A. Schneider, J. Lucas, C. Van Boxtel, J. Vondracek, A. Neumeier
 - b. Excused: K. Hietpas, J. Van De Hey, C. Fallona
 - c. Also present: A. Thiem-Menning, K. Bowman
3. Approval of minutes from previous meeting
 - a. Tuesday, January 24, 2023 Meeting Minutes
 - b. A motion was made to approve the Tuesday, January 24, 2023 Meeting Minutes by A. Neumeier, seconded by C. Van Boxtel. Motion carries; all in favor.
4. Public Participation and Communications
 - a. None.
5. Action Items
 - a. Bill Register January 2023
 - i. J. Vondracek made a motion to approve the Bill Register January 2023. Seconded by A. Schenider. Motion carries; all in favor.
 - b. Approval of the 2022 DPI Report
 - i. C. Van Boxtel made a motion to approve the 2022 DPI Report after the salary error is corrected. Seconded by A. Neumeier. Motion carries; all in favor.
 - c. Memorandum of Understanding with the Friends of the Kaukauna Public Library
 - d. A. Schendier made a motion to approve and sign the Memorandum of Understanding with the Friends of the Kaukauna Public Library. Seconded by C. Van Boxtel. M. Kilgas signed on behalf of the Library Board and K. Bowman signed on behalf of the Friends.
 - e. Close Endowment Fund with the Community Foundation
 - i. Director Thiem-Menning drafted a letter on behalf of the Board to close the endowment fund with the Community Foundation and transfer the assets to the Friends who will create a new fund within the Community Foundation. This will required a vote by the CF Board of Directors and serves as a request.
 - ii. J. Lucas made a motion to close the KLED endowment fund with the Community Foundation and for the Board to sign and send the letter with the request. Seconded by J. Vondracek. Motion carries; all in favor.
6. Information Items
 - a. Directors Report

- b. Adult Services Librarian Report
 - c. Youth Services Librarian Report
 - d. Trustee Topic 3
 - i. This topic was on bylaws. Director Thiem-Menning noted that we will review bylaws closer to the end of the year.
 - e. Statistics
 - i. The Board has asked for more statistics on social media to be present in the report. A. Thiem-Menning noted that she will speak with the Communications Coordinator Schink about capturing additional stats.
7. Adjournment

Join Zoom Meeting

<https://us06web.zoom.us/j/82072169200>

Meeting ID: 820 7216 9200

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