



LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, October 25, 2022 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 5:23p.
2. Roll call of membership
 - a. Present: J. Lucas, A. Neumeier, C. Fallona, M. Kilgas, C. Van Boxtel, J. Van De Hey, J. Vondracek, A. Thiem-Menning, A. Schneider
 - b. Excused: K. Hietpas
 - c. Unexcused: M. Aquirre
3. Approval of minutes from previous meeting
 - a. Tuesday, September 27, 2022 Meeting Minutes
 - i. M. Kilgas made a motion to approve the minutes of September 27, 2022. Seconded by C. Van Boxtel. Motion carries; all in favor.
4. Public Participation and Communications
 - a. None.
5. Action Items
 - a. Bill Register September 2022
 - i. M. Kilgas made a motion to approve the September 2022 Bill Register. Seconded by C. Fallona. Motion carries; all in favor.
 - b. 2023 Budget Approval
 - i. Thiem-Menning went over the proposed 2023 budget line by line.
 - ii. J. Van De Hey made a motion to approve the 2023 budget. Seconded by M. Kilgas. Motion carries; all in favor.
6. Information Items
 - a. Directors Report
 - i. A. Thiem-Menning went into greater detail about her reports. A. Thiem-Menning noted that an MOA will need to be signed with the Friends in 2023; it is currently being reviewed by the City Attorney.
 - b. Local Historian's Report
 - i. The Local Historian shared a written report after having attended the Wisconsin Historical Society's Preservation Conference virtually.
 - c. Trustee Topic Appendix A
 - i. This topic was on employment and equal rights laws.
 - d. Statistics
 - i. September statistics are lower, which is an annual occurrence due to school starting and a lull in programming until the end of the month when storytimes resume.

- ii. The Board thanked A. Schneider for sharing her time and talent with the library as the Assistant Director.
 - iii. J. Vondracek made a motion to place the reports on files. Seconded by C. Van Boxel. Motion carries; all in favor.
- 7. Closed Session
 - a. Adjourn to Closed Session pursuant to State Statute 19.85(1)(e) for review of proposed third lease amendment.
 - i. J. Vondracek made a motion to adjourn to Closed Session at 6:50p. Seconded by C. Fallona. Motion carries; all in favor.
 - b. Return to open session for possible action.
 - i. C. Fallona made a motion to return to open session at 7:00p. Seconded by J. Vondracek. Motion carries; all in favor. No action taken.
 - c. Adjourn to Closed Session pursuant to State Statute 19.85(1)(c) for the performance evaluation of the Library Director.
 - i. M. Kilgas made a motion to return to closed session at 7:01p. Seconded by C. Fallona Motion carries; all in favor.
 - d. Return to open session for possible action.
 - i. J. Van De Hey made a motion to return to open session at 7:25p. Seconded by M. Kilgas. Motion carries; all in favor. No action taken.
- 8. Adjournment
 - a. The meeting adjourned at 7:25p.

