

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
September 16, 2024**

The meeting was called to order at 4:04pm by Library Board President Corinne Herro. The meeting was held in Aspen-Birch Room of the Kimberly Municipal Center with an option to attend via Zoom.

Members present in Person: Corinne Herro, Barbara Wentzel, and Dave Hietpas

Members present via Zoom: none

Members Absent: Rose Vander Velden (excused), Phil Yunk (excused)

Others present in Person: Holly Selwitschka, Kimberly Library Director

Motion by Hietpas, seconded by Wentzel to approve the minutes of the August 19, 2024 meeting. Motion carried by unanimous vote.

Motion by Wentzel, seconded by Herro to approve the current bills as written. Motion carried by unanimous vote.

Director's Report: Holly presented her Director's Report:

- Herro requested a report to summarize TRIP and SDC collections results, following up from a previous request.
- There was a brief discussion about Friends of the Kimberly Library and Herro suggested that a donation box be set out at library programs to help supplement costs.
- Holly updated the board on the CIP with the addition project of painting the library. Depending on the results of an RFP, it may be possible to add painting to the CIP in 2025, or else taking on a painting project may happen first followed by carpet replacement in the following year. Village Administrator Block added a placeholder amount to the CIP until the numbers are made more firm from a RFP process that Holly will work on with Craig.

New Business:

Motion by Wentzel, seconded by Herro to approve 2025 Kimberly Public Library Schedule of Closed Dates, Motion carried by unanimous vote.

Kimberly Public Library Fee Collection and Acceptable Forms of Payment Policy was tabled until a credit card vendor is established.

The library board reviewed the Kimberly Public Library Hotspot Circulation Policy and requested that language be added to the policy about the collections procedures using Wisconsin's tax intercept programs TRIP and SDC. Revisions will be brought forth again at the October meeting.

Items for the Next Meeting: updates on carpet and painting, payment policy, hotspot policy, Library Use report to inform consideration to change service hours, a patron billing report, 2025 budget draft, and OWLS Service Agreement

Motion by Herro, seconded by Wentzel, to adjourn the meeting. Motion carried by unanimous vote. The meeting was adjourned at 4:52pm.

Submitted by: Holly Selwitschka, Library Director