

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
February 17, 2025**

The meeting was called to order at 4:00pm by Library Board President Corinne Herro. The meeting was held in Meeting Room 1 of the Kimberly Public Library with an option to attend via Zoom.

Members present in Person: Corinne Herro, Rose VanderVelden, Dave Hietpas, Barbara Wentzel, and Phil Yunk
Members present via Zoom: none
Others present in Person: Holly Selwitschka, Kimberly Library Director

Motion by VanderVelden, seconded by Hietpas to approve the minutes of the January 20, 2025 meeting. Motion to approve minutes carried by unanimous vote.

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

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

- Holly reported on items from the written report:
 - 2023 Audit has been completed. Current balance in the library trust fund is \$21,105.22.
 - Holly reported on upcoming staff tour of the new Appleton Public Library and recent renovations to the Menasha Public Library. The library will close at 4pm on Wednesday, February 26 for staff to take these tours together as a group. FOKL will donate the costs of a team dinner at a local restaurant.
 - A brief update was given on the FOKL Wine Tasting event.
 - There was a discussion about an issue of a dissatisfied patron regarding meeting room use.
 - Holly updated the board on the process of carpet replacement and painting. The Village is in the process of collecting quotes for the work to be done.

New Business:

Motion by VanderVelden, seconded by Wentzel to approve the opening of a checking account to be used for the purpose of managing the acceptance of credit card payments in person at the circulation desk. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Yunk to approved the 2024 Annual Report. Motion carried by unanimous vote.

Motion by VanderVelden, seconded by Wentzel to enter closed session pursuant to Wisconsin Statutes Section 19.85(1)(c) to discuss compensation of a specific position. Motion carried by unanimous vote.

The library board entered closed session at 4:30pm.

Motion by VanderVelden, seconded by Wentzel to end closed session. Motion carried by unanimous vote. Closed session ended at 4:52pm.

Motion by Hietpas, seconded by Wentzel to re-enter open session. Motion carried by unanimous vote.

The library board re-entered open session at 4:53pm.

Motion by Hietpas, seconded by Wentzel, to approve a new wage rate of \$28.91 for Adult Services Librarian Tracy Haack effective with the next paycheck, dependent upon the completion of a satisfactory performance

review to be completed as soon as possible, with the understanding that the next performance review will be conducted in June 2026. Motion carried by unanimous vote.

Unfinished Business:

none

Items for the Next Meeting: updates on CIP projects

Motion by Hietpas, seconded by Yunk, to adjourn the meeting. Motion carried by unanimous vote. The meeting was adjourned at 4:55pm.

Submitted by: Holly Selwitschka, Library Director