

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
May 19, 2025**

The meeting was called to order at 4:00pm by Library Board President Corinne Herro. The meeting was held in the Aspen-Birch Room of the Village of Kimberly Municipal Complex with an option to attend via Zoom.

Members present in Person: Corinne Herro, Rose VanderVelden, Dave Hietpas, Phil Yunk, and Barbara Wentzel

Members absent:

Members present via Zoom: none

Others present in Person: Holly Selwitschka, Kimberly Library Director

Motion by Vander Velden, seconded by Wentzel to approve the minutes of the April 21, 2025 meeting. Motion to approve minutes carried by unanimous vote.

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

Director's Report: Holly reported on the following items progress with the Sister Library in Lahore, Ann's upcoming 15-year anniversary, visit with OWLS inclusivity representative, Elizabeth Timmins, increase in OWLS fees and adjustments for special circumstances, and an upcoming visit from OWLS Director, Bradley Shipp.

New Business:

Motion by Vander Velden, seconded by Yunk to approve the carryover of funds from the 2024 budget in the amount of \$11,561.71 and transfer it to the library's trust fund for the purpose of future library expenses.

Roll-Call Vote:

Vander Velden – yes

Yunk – yes

Wentzel – yes

Hietpas – yes

Herro – yes

Motion carried by unanimous roll-call vote.

Future CIP: Holly briefly reviewed a list of future CIP projects that she recommended to the Village for inclusion in the next CIP.

Unfinished Business:

Current CIP Projects Update: Holly provided a summary of the current CIP projects to replace carpet and paint throughout the library. The project will take place in August, and for most of that time, the library may be closed. Options to keep the library operational include curbside pickup of holds, possibly setting up a small browsing area in the Evergreen Room. Additionally, library staff may have the opportunities to complete projects inside the library or work from home as deemed appropriate and approved by the library director. Some extra projects emerged with the process of planning for carpet replacement that may result in additional costs: rearranging the library's work space to accommodate another office desk area, replacing decorative light fixtures and bulletin boards, and implementing vinyl decals that showcase our brand on accent walls. To promote the closure and engage patrons, we would like to purchase book bags and challenge patrons to check out more books before the closure to help us clear the shelves for the work.

Social Media Plan: Motion by Vander Velden, seconded by Yunk to approve the Social Media Policy and TikTok Plan. Motion carried by unanimous vote.

Items for the Next Meeting: Social Media plans for Instagram and Facebook, DPI Inclusivity agreement, officer elections

Motion by VanderVelden, seconded by Wentzel, to adjourn the meeting. Motion carried by unanimous vote. The meeting was adjourned at 5:17pm.

Submitted by: Holly Selwitschka, Library Director