

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
July 7, 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, and Barbara Wentzel

Members absent: Phil Yunk (excused)

Members present via Zoom: none

Others present in Person: Holly Selwitschka, Kimberly Library Director

Motion by Vander Velden, seconded by Herro to approve the minutes of the June 16, 2025 meeting. Motion to approve minutes carried by unanimous vote.

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

Discussion: Question by Hietpas about why the grant expense line appears as a negative balance. Holly explained that the YTD Expense Report only details the expenses to date and the revenues show up in the revenue report, so both need to be viewed side-by-side. Since grant revenues were not budgeted, it appears in the expense report as a negative balance. **Motion carried by unanimous vote.**

Director's Report: Holly briefly highlighted items from the director's report: Reported that annual reviews are complete; Holly will be picking up health insurance mid-year due to a change in existing coverage; update on sister library partnership, completed an MOA.

New Business: none

Unfinished Business:

Current CIP Projects Update: Holly provided a summary of the current CIP projects to replace carpet and paint throughout the library. She reviewed the status sheet and a list of auxiliary projects. Darboy Stone & Brick is considering a request for a donation to replace circ desk countertop. Holly was unsuccessful in contacting high school coaches to find volunteers to help move books, as it is in summer and school staff is not readily available. The board asked Holly to continue working on this, as their preference is to get volunteers to provide assistance over hiring movers.

Social Media Plans & Policy Review tabled to August meeting

Dave Hietpas left the meeting at 4:59pm.

Library Board did not enter Closed Session. The annual review of the library director will take place in August.

Items for the Next Meeting: Social Media plans for Instagram and Facebook, review Teen Cards policy, Director Annual Review, CIP updates, and visit from OWLS administration. Board requested that the performance review of the director be held as the first item on the agenda to be sure that Trustee Hietpas is present for the review. The next meeting will be Monday, August 18 at 4pm in the Aspen/ Birch Room.

Motion by Wentzel, seconded by VanderVelden, to adjourn the meeting. Motion carried by unanimous vote. The meeting was adjourned at 5:09pm.

Submitted by: Holly Selwitschka, Library Director