

**Minutes of the
Nicolet Federated Library System
Board of Trustees
Thursday, December 9, 2021 at 12:00 p.m.**

Present: Anthony Yaggie, President; Rebecca Berger, President-Elect; Marsha Hoefts, Treasurer; Cheryl Maxwell, Secretary; Corrie Campbell; Robert Entringer; Miriam Erickson; Janice Gehlhoff; Penny Habeck; Ken Harter; Kathy Lefebvre; Michael Poradek; Kathy Pletcher; Connie Seefeldt; Julia Wallace

Excused: Elizabeth Fernandez

Also Present: Tracy Vreeke, Director (NFLS), Lori Baumgart (NFLS); Holly Handt (NFLS); John Kronenberg (NFLS); Kristie Hauer (Shawano County Library)

MINUTES

- 1. Pledge of Allegiance and Moment of Silence.**
- 2. Welcome & Introductions.**
- 3. Call to Order.** The meeting was called to order at 12:05 p.m.
- 4. Agenda Revisions.**

A motion was made to accept the agenda by Member Maxwell, seconded by Member Erickson. **Motion carried.**

- 5. Open Forum.**
- 6. Approval of October 14, 2021 Minutes.**

A motion was made to approve the minutes by Member Lefebvre, seconded by Member Poradek. **Motion carried.**

7. Reports:

7.1 President – Anthony Yaggie

- **Bob Entringer Retirement**
 - Congratulations and thank you for your years of service! Bob said “Keep up the good work.”
- **Appointment of Ad Hoc Committee to Create Policy and Procedures for Regular Review of System and Board Policies.**
 - The following members were appointed: Julia Wallace, Cheryl Maxwell, and Ken Harter

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7.2 Treasurer's Report – Marsha Hoeffs

- Treasurer Hoeffs reviewed financials provided through the end of October 31.

Member Berger made a motion to approve the Treasurer's Report. Member Harter seconded the motion. **Motion carried.**

7.3 Finance Committee – Marsha Hoeffs and Kathy Pletcher

- No report, as budget was approved at last meeting.
- Member Pletcher thanked Member Hoeffs for stepping up as Treasurer this year and praised her for her excellent leadership this year.

7.4 Grant Committee – Rebecca Berger

- Did not meet this cycle.

7.5 Personnel Committee – Ken Harter

- Completed work for the year. Will set up a meeting in January to start it all over again.

7.6 Director's Report – Tracy Vreeke

- Director Vreeke thanked Member Entringer for all of his years of service.
- Joan Denis is retiring from OCF library; we wish her well.
- Amy Peterson at Lena is taking Joan's place, so Lena is looking for a new Director.
- Lori celebrated 3 years at NFLS!
- Heard so much from WLA participants on how wonderful Nigel Poor was.
- NFLS received three of the ARPA grants. Tracy will send out a link showing all recipients.
 - Shawano County Library
 - Consortium with OWLS, MCLS, Winnefox and NFLS.
 - Consortium with Northern Waters for Tribal Libraries

8. Approval of the 2022 Director Goals.

- Director Vreeke would like to be more involved with member library board meetings due to complexities around cross county payments for library services. In order to prevent future issues, would be beneficial for Vreeke to be present and help explain to local library boards and county boards how the system works and why it exists.

Member Habeck made a motion to approve the 2022 Director Goals. Member Seefeldt seconded the motion. **Motion carried.**

9. Approval of the 2022 Resource Library Agreement with Brown County Library.

Director Vreeke highlighted the changes made for 2022: 1) Altered the requirement for WPLC representative to communicate with member libraries in regard to decisions; 2)

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Interlibrary Loan section was changed to reflect new change in duties for NFLS staff and BCL staff; 3) Under Section 5 regarding Continuing Education, NFLS and BCL have further defines their responsibilities and NFLS has specified exact dollar amount that will be contributed.

Member Maxwell made a motion to approve the 2022 Resource Library Agreement with Brown County Library. Member Wallace seconded the motion. **Motion carried.**

10. Approval of Board Self-Evaluation Survey and Procedures.

Member Harter made a motion to approve the Board Self-Evaluation Procedures and Survey. Member Erickson seconded the motion. **Motion carried.**

11. Appointment of the Nominating Committee.

President Yaggie appointed members Pletcher, Berger and Entringer to the Nominating Committee.

12. Trustee Training – Advocacy.

- We will table discussion to next meeting due to Hannah's absence.
- All Trustees are welcome to attend Library Legislative Day on Tuesday, February 8, 2022, in Madison.
- Member Pletcher discussed shift of messaging from money part to "value" and the value of relationship building, including stories and trustee/advocates; and we need to bring this message to our leadership in Madison.
- President Yaggie suggested that Trustees contact their legislators in their own community if they cannot make it to Madison.

13. New Business.

14. Adjourn. Member Maxwell moved to adjourn the meeting, seconded by Member Erickson. The meeting adjourned at 1:05pm.

Respectfully Submitted,
Lori Baumgart, Reporting Secretary