

Rusk County Community Library Board.
Meeting Minutes
Tuesday, September 9, 2025

Present: Dave Willingham, Nathan Johnson, Anna Kauffman, Cheyenne Makinia, Lynnette Anderson, Kathy Plahuta, Annette Barna, Christinna Swearingen,

1. The meeting was called to order at 5:00 pm.
2. Appearances by Public – There were no public appearances
3. August 2025 minutes – The Board reviewed the August 2025 minutes. **Cheyenne made a motion to approve the minutes. Nathan seconded. Motion carried.**
4. August 2025 Financial Statements – The Board reviewed the financial statements from August 2025. **Cheyenne made a motion to accept the financial statements. Kathy seconded. Motion carried.**
5. August/September 2025 Invoices – The Board reviewed the invoices from August and September 2025. **Cheyenne made a motion to approve. Nathan seconded. Motion carried.**
6. Discussion and Possible Action on Library Donation Monies –
 - There has been increased interest in donating to the library by buying plaques for the mural wall in the lower level. We will need to come up with tiers, plaque sizes, etc. depending on the size of donation.
 - The board discussed how donations can be used to support the Library. An option would be to create a segregated account for the general donations. Some other libraries do have their own checking account or use a Foundation for the funds. A benefit of using the Foundation would be the ability to accept tax-deductible donation. An MOU could be created between the Foundation and the Library to govern any donation funds going into that account – including language about when Library Board approval is needed and keeping record of any donations. **Annette made a motion to proceed with a draft MOU between the Library and the Foundation to open an account for housing donations for the Library. Cheyenne seconded. Motion carried.**
 - A suggestion was made that there should be a policy about what types of donations are accepted by the Library. A policy could also help provide clarity when/if there are donations that could not be accepted.
 - There are also options for endowment/legacy donations through the Rusk County Community Foundation.
7. Discussion and possible action on building maintenance issues –
 - Christinna is working on obtaining a quote for replacing the lower level floor. Some options including installing LVT flooring or removing the tiles and polishing the concrete underneath.

- We have not received any RFPs for the lower level air conditioning yet. If we are not able to get three RFPs, there are still options for choosing a vendor.
 - Updates on the upper level have been a positive, and have helped make it look bigger.
 - Billing for maintenance happens yearly – in February or March of the next year. This makes it difficult to budget since there are not regular billings. The Board asked Christinna to send a request from the Board to receive monthly billings instead of annual.
8. Director's Report – Christinna presented the Director's Report.
- Reviewed youth and adult programming for August.
 - Valerie will attend Literacy Nights at Flambeau School.
 - All full time staff will attend an IFLS Staff Retreat in October.
 - There has been movement on the upper level, including a temporary display from the WI Historical Society.
 - New computers are coming in September.
 - A \$1,000 grant was received from American Heart Association for a little free pantry.
 - The Farmer's Market will be returning to the Library for their winter markets again for the 2025/2026 winter starting in November.
9. Discussion of Matters Pertinent to Board's Function – Kathy spoke about a new Library being built in New Richmond. It will be built in a residential area on the bottom level of a townhome/condo development.
10. Next Meeting Date is October 14, 2025
11. The meeting was Adjourned at 5:52 p.m.

Respectfully Submitted,

Anna Kauffman