

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

Present: Nathan Johnson, Anna Kauffman, 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. November 2025 minutes – The Board reviewed the November 2025 minutes. **Annette Barna made a motion to approve the minutes. Kathy Plahuta seconded. Motion carried.**
4. November 2025 Financial Statements – The Board reviewed the financial statements from November 2025. **Annette Barna made a motion to accept the financial statements. Kathy Plahuta seconded. Motion carried.**
5. November/December 2025 Invoices – The Board reviewed the invoices from November and December 2025. More purchases are being made at alternative library material vendors since Baker & Taylor closed. **Annie Kauffman made a motion to approve. Nathan Johnson seconded. Motion carried.**
6. Discussion and possible action on building maintenance issues –
  - Towards the end of the month, the plan is to have the floors in the lower level redone. It should be done relatively quickly. The new flooring is a tile-like material that will be durable.
  - Northern Comfort quote for lower level HVAC – A bid for the HVAC was received for the HVAC unit and duct work. We would need to contract other vendors for any concrete, electric work, etc. to get the unit installed. We have the funds from the county capital improvement fund, from the city, and from the Carnegie Foundation gift. **Annette Barna made a motion to accept the bid and make the down payment pending funding. Kathy Plahuta. Motion carried.**
7. Director's Report – Christinna presented the Director's Report.
  - Programming for November was a little slower than normal.
  - The budget is on track for the end of the year.
  - The SCEP volunteer was able to come back after SCEP funding was approved at the federal level.
  - Valerie finished a year-long mentorship program.
  - Planning is happening for programming for 2026.
8. Discussion of Matters Pertinent to Board's Function –
  - There was no new discussion.
9. Next Meeting Date is January 13, 2026

10. The meeting was Adjourned at 5:20 p.m.

Respectfully Submitted,

Anna Kauffman