

Rusk County Community Library Board.
Meeting Minutes
Tuesday, April 14, 2026

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

1. The meeting was called to order at 5:00 p.m.
2. Appearances by Public – There were no public appearances
3. March 2026 minutes – The Board reviewed the March 2026 minutes. **Cheyenne Makinia made a motion to approve the minutes. Nathan Johnson seconded. Motion carried.**
4. March 2026 Financial Statements – The Board reviewed the financial statements from March 2026. **Cheyenne Makinia made a motion to accept the financial statements. Nathan Johnson seconded. Motion carried.**
5. March and April 2026 Invoices – The Board reviewed the invoices from March and April 2026. **Cheyenne Makinia made a motion to approve the March and April invoices. Nathan Johnson seconded. Motion carried.**
6. Joint Library Agreement – The Board reviewed the joint library agreement. Additions to the agreement include reviewing the agreement every three years. Additionally, language clarifying invoicing for maintenance was added. **Cheyenne Makinia made a motion to approve the joint library agreement and forward it on for city and county approval. Nathan Johnson seconded. Motion carried.**
7. Discussion and possible action on building maintenance issues –
 - Christinna reached out to Excel Concrete about a concrete pad for the AC condenser to sit on. They are communicating with Northern Comfort to get a quote for the concrete pad.
 - Capital improvement needs have not been submitted because Christinna was not contacted by the county to submit for the Library. The board discussed sending an email from the Library Board requesting that Christinna be added to the department head email list in order to receive pertinent communications that are currently not being received by her. The board also discussed adding language to the joint library meeting that the Library Director is considered a department head for organizational purposes of the city and the county. **Lynette Anderson made a motion to amend the approved agreement to add language that the Library Director be considered a department head for organizational and communication purposes of the city and the county. Annie Kauffman seconded. Motion carried.**
 - i. Since she did not receive communication from the county, the library board directs Christinna to ask if she can still submit requests for capital improvement next time she meets with the finance director.
8. Director's Report – Christinna presented the Director's Report.

- A new intern will start and some summer volunteers have signed on.
 - Four staff hours are not being used. Christinna suggested adding a substitute librarian to cover staff absences since those labor hours are already allotted in the budget. The board will revisit at the May meeting.
 - Christinna and two volunteers will attend dementia training prior to setting up a Memory Café later this summer.
 - Other activities include Friends of the Library book sale, farmer's market, and a Beanstack reading challenge.
9. Discussion of Matters Pertinent to Board's Function –
- There was no discussion.
10. Next Meeting Date is May 12, 2026
11. The meeting was Adjourned at 6:08 p.m.

Respectfully Submitted,

Anna Kauffman