

**MINUTES OF THE MEETING OF THE  
KIMBERLY PUBLIC LIBRARY BOARD  
March 21, 2022**

The meeting was called to order at 4:58pm by Library Board Member Rose Vander Velden.

The meeting was held in Meeting Room 1 of the James J. Siebers Memorial Library with an option to attend via Zoom.

Members present: Rose Vander Velden, Dave Hietpas, and Phil Yunk

A quorum of library board members was present.

Excused Absences: Corinne Herro, Barbara Wentzel

Others present: Holly Selwitschka

**Motion by Yunk, seconded by Hietpas to approve the minutes of the February 21, 2022 meeting. Motion carried by unanimous vote.**

**Motion by Hietpas, seconded by Yunk to approve the February bills and financial report as written. Motion carried by unanimous vote.**

Holly reviewed her director's report.

The library board studied the report Holly provided on Library Visits from June-December 2021. The statistics broke down library visits by each hour. In general, the data shows the busiest time of day each day is late morning between 10am-noon, and the busiest days of the week are Tuesdays and Thursdays. If the library board wanted to try to add hours in the evening, Holly recommended staying open until 7pm on Tuesdays, or both Tuesdays and Thursdays; however, she requested that they table that discussion until the fall, when staffing is restored to full capacity.

**Motion by Hietpas, seconded by Vander Velden, to approve the Kimberly Public Library Inter-Library Loan Policy. Motion carried by unanimous vote.**

The strategic planning S.W.O.T (Strengths, Weaknesses, Opportunities, Threats) exercise will be carried over to the April meeting to give all board members the opportunity to participate.

The next meeting will be Monday, April 18 at 5:00pm in the James J. Siebers Memorial Library Meeting Room 1. Topics for discussion should include a strategic planning exercise and a closer look at library usage statistics including circulation of physical and electronic materials and volunteer hours.

**Motion by Hietpas, seconded by Yunk to adjourn. Meeting was adjourned at 5:20pm.**

Submitted by:

Holly Selwitschka, Library Director