

**MINUTES**  
**RIVER FALLS LIBRARY FOUNDATION**  
**WEDNESDAY, October 25, 2023**

**Call to order** President Montgomery called the meeting to order at 7:05pm

**In Attendance:** Montgomery, Jacobs, Jacobson, Ostness, Misselt

**Introduction of Guest:** Rebecca Ferguson, Library Board of Trustees; Linda Vivoda-Sadee

**Approval of Minutes from September 27, 2023**

The minutes were approved as written; Motion to approve by Jacobs & Ostness; motion carried.

**Financial Report:** The financial balances were discussed. Discussion was held on filling the position of Treasurer by year end.

**Director's Report:** Director Misselt reported:

- Dr. Katie Ainsworth is interested in serving on the Library Foundation Board. She worked as a L.A. in Children's Services last summer, but left after landing her dream job as a children's psychologist. Katie is very smart, creative, efficient and has strong technology skills. She would make a great addition to the Library Board.
- Misselt suggested a review of the Foundation Bylaws be done after the new Library Foundation Officers are established in January 2024. Language, clarity of titles and definitions could be improved, especially in "member" definition (e.g.: voting versus non-voting, annual, lifetime and honorary members). Misselt also recommended the Foundation consider adding positions to their Board to accommodate interested individuals and future projects that may require committees.
- Library Dates to Remember:

**Friday, November 10:** All City buildings (including the Library) are closed in recognition of Veteran's Day. Library staff will be busy with any staff training required by the City, as well as general cleaning of the library.

**Saturday, November 11 – Local Author Fair:** Over forty local Wisconsin and Minnesota Adult, Young Adult and Juvenile Authors will be at RFPL for an open house from 10:30 a.m. to 12:30 p.m. Author booths will be located in the lower level. From 12:45 p.m. to 2:00 p.m. on the main level, selected authors will join a panel discussion about how to get published.

**Monday, December 4 @ 6:30 p.m.:** Library Board of Trustees Meeting may be shorter to allow for drinks at an unspecified location. Misselt will email more information to the Board if it seems like that may really be in the plans.

**Saturday, January 6, 2024:** Kickoff Winter Wellness series. Misselt is inviting the Foundation Board to have a table set up to promote Foundation membership. Library is

open from **10:00 a.m. – 2:00 p.m.** Harp background music runs from **11:30 a.m. – 12:30 p.m.**

*Each of the following Library Board of Trustees meeting dates are set for a possible presentation from one of three companies that sent proposals for the feasibility study and capital campaign management:*

**Monday, January 8, 2024 @ 6:30 p.m.**  
**Monday, February 4, 2024 @ 6:30 p.m.**  
**Monday, March 4, 2024 @ 6:30 p.**

**Membership Report:**

- Jacobson will take on the Membership Coordinator position at this time.
- A Thank You card from Katie Chaffee's daughter was read by Montgomery.
- Annual and lifetime memberships will be discussed in the December 6<sup>th</sup> meeting.
- The Annual Meeting for the Library Foundation is **January 31, 2024.**

**Old Business:**

- Jacobson represented the Library Foundation at the Power of 100 Women meeting on October 5, 2023. Although this presentation was not successful, Jacobson made recommendations to strengthen any future presentations, especially to clarify the Library Foundation as an entity versus the Library Board of Trustees. At this meeting, a total of \$1,430 in donation was received.

**Schedule of Foundation Member attendance to Library Board of Trustees meeting:**

November 6 – Trautmiller

December 4 – Jacobs

**New Business:**

- Ostness, Jacobs and Trautmiller's positions will be up for election on the Board in the January 2024 annual meeting.
- Still searching for someone to fill the Treasurer position by year end.
- Bylaws will be reviewed in 2024.

**Next meeting:** December 6, 2023, 7:00 p.m.

**Adjournment** President Montgomery adjourned the meeting at 8:30 pm. (??? I forgot to note the time)