

# **Linwood Community Library Board Meeting Minutes: February 19, 2024**

## **Call to Order**

Board members present: Melissia Smitka, Kathy Reno, Ron Smith, Sheldon Wheaton

Staff present: Dennis Shelton

Guests: Tracy Tygart, Chris Mensch

The meeting was called to order at 5:03pm by Melissia Smitka

The Policy and Personnel committee presented a summary of interviews with bookkeeping candidates for the board's consideration, including a recommendation for the consideration of candidate Tracy Tygart.

Bookkeeping candidate Tracy Tygart visited with the board, answering and asking questions regarding the bookkeeping position.

Ron Smith made a motion to offer the position of bookkeeper to candidate Tracy Tygart. Kathy Reno seconded. Motion carried 4/0.

The position of bookkeeper was offered to Tracy Tygart, and she accepted.

Chris Mensch appeared to discuss board membership. Chris answered and asked questions regarding the board and the library.

Ron Smith made a motion to appoint Chris Mensch to the board of trustees, and assign her to the term ending March 2025. Kathy Reno seconded. The motion carried 4/0.

## **Adjournment**

Approval: Ron Smith made a motion to adjourn at 6:24pm, Sheldon Wheaton seconded. The motion carried 4/0.

*Submitted by: Sheldon Wheaton, board treasurer*

Linwood Community Library Board

Melissa Smitka: Chair (03/2025)  
Ronald Smith; Vice-Chair (03/2024)  
Sheldon Wheaton; Treasurer (03/2027)  
Lea Chrisman: Vice-Treasurer/Sec (03/2026)  
Kathy Reno (03/2026)  
Chris Mensch (03/2025)  
Open Position (03/2027)

Linwood Community Library Staff

Vacant: Director  
Jayne Hopkins; Youth Services  
Open Position; Teen and Marketing  
Teresa Reetz; Adult Programming/Collection  
Amy Rosewicz; Programming Assistant  
Tracy Tygart: Bookkeeper  
Susie Henneke; Library Services Specialist  
Nicole Oelschlaeger; Library Services Specialist  
  
Dennis Shelton; Library Services Specialist – Acting Administrator

Linwood Community Library Board Committees

Building & Equipment:	Sheldon Wheaton	Ron Smith	
Personnel & Policy:	Melissia Smitka	Sheldon Wheaton	Kathy Reno
Finance:	Lea Chrisman		

*Officer and Committee appointments updated February 19, 2024*

*Library Staff updated February 19, 2024*

  
Melissia Smitka, Chairperson

3-6-24  
Date:

  
Lea Chrisman, Secretary

03 06. 2024  
Date: