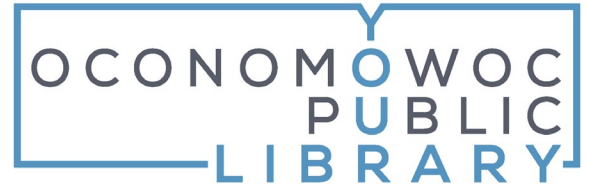


OCONOMOWOC PUBLIC LIBRARY

BOARD OF TRUSTEES



REGULAR MEETING MINUTES

DECEMBER 15, 2025

MEMBERS PRESENT

Dani Clarkson, Erik Ludwig, Kerry Hansen, Melissa Wood, Kate Kennedy, Matt Mulder, Melissa Howe, Michele Koper

MEMBERS ABSENT

Sandee Lammers, Ben Nankee

STAFF PRESENT

Jen Puccini, Shannon Bartholomew

REGULAR ORDER OF BUSINESS

A. CALL TO ORDER-ASCERTAIN POSTING OF AGENDA-MEMBERS PRESENT

Kerry Hansen called the meeting to order at 6:02 pm. Agenda was properly posted.

B. MINUTES OF PREVIOUS MEETING

Matt Mulder moved to approve the minutes of the November 17, 2025 Regular Board Meeting. Erik Ludwig seconded and motion carried.

C. COMMENTS FROM AUDIENCE

No audience comments

D. FINANCE AND STATISTIC REPORTS

The November 2025 Financial Report was reviewed.

The November 2025 Statistical Report was reviewed.

E. PRESENT VOUCHERS FOR PAYMENT

Dani Clarkson moved to approve the November 2025 vouchers totaling \$27,105.58. Kate Kennedy seconded and motion carried.

F. COMMUNICATIONS & ANNOUNCEMENTS

The newsletter and recent articles were provided at the board meeting.

REPORTS

A. COMMITTEE REPORTS (ONLY BOLD COMMITTEES WILL PRESENT)

Planning Committee – B. Nankee, K. Hansen

Last Meeting – December 5, 2022; Next Meeting – to be scheduled

Nominating Committee – K. Hansen, B. Nankee, M. Wood, S. Lammers, B. Elwood-Goetsch, J. Hooper

Last Meeting – May 16, 2024; Next Meeting – to be scheduled

Finance Committee – B. Nankee, J. Aultman Kloth, S. Lammers, E. Ludwig, K. Kennedy

Last Meeting – June 28, 2023; Next Meeting – to be scheduled

Operations Committee – TBD

Last Meeting - September 8, 2022; Next Meeting – to be scheduled

B. DIRECTOR'S REPORT

Building/Facilities

A lot of fun changes are happening at the library! We now have new shelving for our bins, and the shelves roll out, which is working out great. Thank you to the DPW for building them for us—this upgrade has freed up a lot of space in our workroom.

Combining desk construction began the week of December 16 and will be completed in January.

The Library will be closed for the holidays on December 24, 25, 31 and January 1.

Continued System Involvement

Jen Puccini and Anna Katter will be attending Library Legislative Day on February 11th. Every year on a Tuesday in February, the Wisconsin Library Association (WLA) hosts Library Legislative Day. Library

supporters from across the state gather in Madison to meet with state legislators and share the value of libraries in our communities.

Friends of OPL

Clementine calendars are available for purchase.

Operations

One of our circulation staff members, Morgan Toupal, has submitted her two-week notice, so we have posted for a part-time Circulation position. The posting will remain open until 10 a.m. on December 29.

Personnel/Continuing Education

The Wild Wisconsin Web Conference is coming up January 21-22, 2026. This is a series of free webinars, some of which may be of interest to trustees. Sessions are available live or archived. You may learn more at wildwiscwinterweb.com

Programming

The kiddos had a ball at Pajama Storytime, 72 patrons attended.

Hands-On Holiday was a big hit, 127 patrons attended.

NEW BUSINESS

A. CONSIDER/ACT ON SETTING SPECIAL CLOSING DATES FOR NEW DESK PROJECT.

Maintenance needs to remove our circulation desk and reference desk, which will create significant noise and disruption. We are requesting to close the library on January 8, and possibly January 9 if needed.

Erik Ludwig moved to approve special closing dates for new desk project and motion carried.

BOARD REMARKS

A. BOARD PRESIDENT REMARKS

Kerry Hansen announced the presentation for Oconomowoc Junior Women's Club was pushed to February 2026.

B. BOARD MEMBER REMARKS

Matt Mulder has met with Make It Happy Café which would be connected to the Library satellite branch. The café is an inclusive café that would partner with local programs such as Journey 21. He is hoping to have donors supply furnishings for the new space.

ADJOURN

Erik Ludwig moved to adjourn the meeting at 6:32 pm. Dani Clarkson seconded and the motion carried.

Shannon Bartholomew, Administrative Coordinator