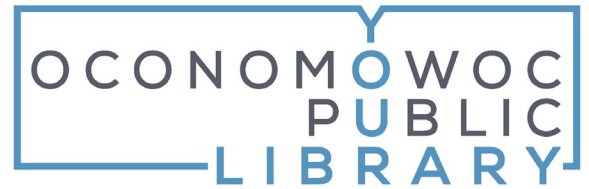


OCONOMOWOC PUBLIC LIBRARY

BOARD OF TRUSTEES



REGULAR MEETING MINUTES

NOVEMBER 17, 2025

MEMBERS PRESENT

Ben Nankee, Dani Clarkson, Kerry Hansen, Melissa Wood, Kate Kennedy, Melissa Howe, Michele Koper

MEMBERS ABSENT

Matt Mulder, Sandee Lammers, Erik Ludwig

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

Ben Nankee moved to approve the minutes of the September 15, 2025 Regular Board Meeting. Kate Kennedy seconded and motion carried.

C. COMMENTS FROM AUDIENCE

No audience comments.

D. FINANCE AND STATISTIC REPORTS

The September and October 2025 Financial Report was reviewed.

The September and October 2025 Statistical Report was reviewed.

E. PRESENT VOUCHERS FOR PAYMENT

Ben Nankee moved to approve the September and October 2025 vouchers totaling \$27,585.54 and \$17,195.40. Dani Clarkson 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

Budget/Finance

City budget was approved by Common Council on Tuesday, November 4.

Building/Facilities

Air conditioning unit was repaired which was part of 2025 capital budget. We had some carpet squares that were causing trip hazards which were also fixed.

Collection Development/Reference

Combined desk has been ordered and will be installed sometime in January.

Continued System Involvement

Vega Catalog is our new catalog. Patrons seem to be adjusting fine to the catalog.

Friends of OPL

Book Sale - Friends raised \$1,565.28 last month from their Book Sale. They received \$90 in new memberships and \$5 in Beardie Bucks.

Operations

The building will close at 6 pm on Wednesday, November 26 and will be closed all day on Thursday, November 27 for Thanksgiving.

Personnel/Continuing Education

Anna Katter and Natalie Hilmer attended the Wisconsin Library Association (WLA) conference in October. Jennie Fidler attended the Association of Bookmobile and Outreach Services in St. Louis with Angela Meyers from Bridges. They presented on the Library Memory Project and generated a lot of interest among the attendees.

Programming

Our Monster Jam reading challenge begins December 1 and runs until February 1. Earn a free child ticket to Monster Jam at the Fiserv Forum for select performances January 31-February 1! Pick up your log in the Children's Area, read five books, and visit the Reference Desk to complete your log. Visit the box office and turn in the stamped log to reserve a child ticket for a show with the purchase of an adult ticket.

Our Disney on Ice reading challenge begins December 8 and runs until February 16. Earn a free child ticket to Disney on Ice at the Fiserv Forum for select performances February 12-16. Pick up your log in the Children's Area, read five books, and visit the Reference Desk to complete your log. Visit the box office and turn in the stamped log to reserve a child ticket for a show with the purchase of an adult ticket.

December is another great month for Library programs. Perennial favorites are back this year. "Hands-on Holidays" is on December 6, 10 am-12 pm, and the holiday Pajama Storytime is on December 9 at 6:30 pm.

NEW BUSINESS

A. CONSIDER/ACT ON SETTING SPECIAL CLOSING DATES FOR 2026

In addition to the holiday closings listed in the employee handbook, the Library Board annually considers/acts on closing the building early the night before Thanksgiving (6 pm November 25, 2026); the second Sunday in May for Mother's Day (May 10, 2026); and one day for Staff Development (date needed).

Ben Nankee moved to approve special closing dates for 2026. Dani Clarkson seconded and motion carried.

B. CONSIDER/ACT ON APPROVING FINAL 2026 LIBRARY BUDGET

The Budget Hearing and Adoption was on November 4, so we will discuss the outcome of that hearing and approve the budget.

Kate Kennedy moved to approve the final 2026 library budget. Ben Nankee seconded and motion carried.

C. 2026 ANNUAL ADDENDUM TO THE BRIDGES LIBRARY SYSTEM MEMBER LIBRARY AND CAFÉ AGREEMENT

Review and sign the 2026 Annual Addendum to the Bridges Library System Member Library and Café Agreement. The Library Board must approve this annually.

Dani Clarkson moved to approve the 2026 Annual Addendum to the Bridges Library System Member Library and Café Agreement. Kate Kennedy seconded and motion carried.

BOARD REMARKS

A. BOARD PRESIDENT REMARKS

B. BOARD MEMBER REMARKS

Ben Nankee thanked Kerry Hasen for her presentation and wished everyone Happy Thanksgiving.

ADJOURN

Ben Nankee moved to adjourn the meeting at 6:44 pm. Kate Kennedy seconded and the motion carried.

Shannon Bartholomew, Administrative Coordinator