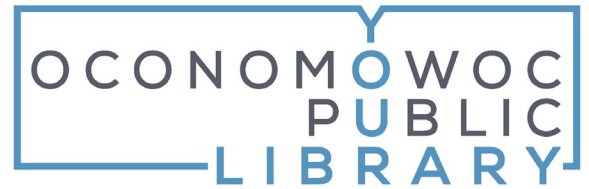


OCONOMOWOC PUBLIC LIBRARY

BOARD OF TRUSTEES



REGULAR MEETING MINUTES

SEPTEMBER 15, 2025

MEMBERS PRESENT

Ben Nankee, Sandee Lammers, Erik Ludwig, Kerry Hansen, Melissa Wood, Kate Kennedy, Matt Mulder, Melissa Howe

MEMBERS ABSENT

Dani Clarkson

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 6:00 pm. Agenda was properly posted.

B. MINUTES OF PREVIOUS MEETING

Erik Ludwig moved to approve the minutes of the August 18, 2025 Regular Board Meeting. Matt Mulder seconded and motion carried.

C. COMMENTS FROM AUDIENCE

No audience comments

D. FINANCE AND STATISTIC REPORTS

The August 2025 Financial Report was reviewed.

The August 2025 Statistical Report was reviewed.

E. PRESENT VOUCHERS FOR PAYMENT

Ben Nankee moved to approve the August 2025 vouchers totaling \$17,937.86. Erik Ludwig 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,

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

Finance Committee – B. Nankee, 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

The Library will be closed Friday, October 3 for Staff Development Day.

This is how delivery bins are setup at Delafield Library. We have found someone who can build this for us this winter. This will alleviate a lot of floor space in our backroom. We are very excited!

Communications

Library Trustee Appreciation

Tuesday, September 30 - 6 - 8 PM

Johnson Creek Community Center

417 Union St., Johnson Creek, WI 53038

We appreciate you and all you do for the libraries of Jefferson and Waukesha Counties! You and a guest are invited to an evening of celebrating libraries.

Social Hour: 6:00–7:00 PM

Enjoy a sandwich buffet, appetizers, and desserts.

Presentation to Follow:

Join us for a presentation on the importance of speaking up for libraries from Betsy Bleck, Deputy Director of the Brookfield Public Library and Vice Chair of the Wisconsin Library Association's Library Development and Legislative Committee.

Friends of OPL

Friends Annual Meeting - October 1 at 6 pm in the Lyke Room.

The Friends' Book Sale is coming up. The sale starts Friday, October 10, 2025. Choose from hundreds of books for your personal collection! Proceeds benefit the Friends of the Oconomowoc Public Library.

Become a Friends member at the door!

- Friday: 4-6 pm (Friends Members Only) and 6-8 pm
- Saturday: 9 am-4 pm
- Sunday: 1-4 pm \$2 bag sale

Operations

James Berger has accepted our offer for our Marketing position. He has years of experience doing Marketing and Reference Desk at Menomonee Falls Library. He was highly recommended.

Alice Brockman accepted our offer for our Page position. We are thrilled to have her joining our team.

Personnel/Continuing Education

This free two-day series of webinars offers you the opportunity to hear from experts without needing to travel. It is made possible through sponsorship by all 15 library systems and the Wisconsin Department of Public Instruction, Public Library Development Team, with funding support from the Institute of Museum and Library Services.

We had our annual Staff Development Day on Friday, October 3. The topics discussed were Current and Upcoming Library Plans, The Art of Giving Great Service, and Brainstorming New Ideas for the Library.

Programming

Loki's retirement party changed to an I Love Loki party on Saturday, September 13, 1-3 pm.

NEW BUSINESS

A. CONSIDER/ACT ON APPROVING 2026 OPERATING BUDGET REQUEST

Budget approval for updated numbers.

Matt Mulder moved to approve the 2026 Operating Budget Request. Ben Nankee seconded and motion carried.

B. DISCUSS FUTURE PLANNING COMMITTEE MEETINGS TO REVIEW THE STRATEGIC PLAN

Board discussed updating the Library Strategic Plan and would scheduled a Planning Committee meeting.

BOARD REMARKS

A. BOARD PRESIDENT REMARKS

Kerry Hansen will be attending the Trustee Appreciation Dinner and encouraged others to attend.

B. BOARD MEMBER REMARKS

Kate Kennedy suggested bringing bagels and donuts as a thank you for staff.

Erik Ludwig suggested the Library start circulating Nintendo Switch games to increase visits to the Library.

ADJOURN

Erik Ludwig moved to adjourn the meeting at 6:34 pm. Ben Nankee seconded and the motion carried.

Shannon Bartholomew, Administrative Coordinator