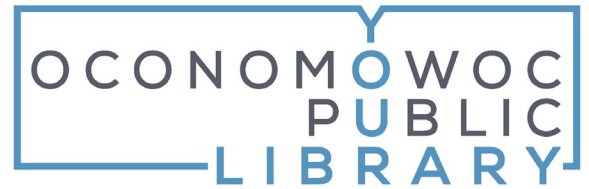


OCONOMOWOC PUBLIC LIBRARY

BOARD OF TRUSTEES



REGULAR MEETING MINUTES

JANUARY 19, 2026

MEMBERS PRESENT

Melissa Howe, Ben Nankee, Matt Mulder, Dani Clarkson, Sandee Lammers, Erik Ludwig, Kerry Hansen, Melissa Wood, Michele Koper

MEMBERS ABSENT

Kate Kennedy

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 December 15, 2025 Regular Board Meeting. Ben Nankee seconded and motion carried.

C. COMMENTS FROM AUDIENCE

No audience comments

D. FINANCE AND STATISTIC REPORTS

The December 2025 Financial Report was reviewed.

The December 2025 Statistical Report was reviewed.

E. PRESENT VOUCHERS FOR PAYMENT

Ben Nankee moved to approve the December 2025 vouchers totaling \$55,949.68. Matt Mulder 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

Budget/Finance

The quarterly Gift Fund report is in your packet.

Building/Facilities

The new desk has been installed and is fully up and running, and the two former desks have been removed. The transition went quite smoothly. New carpet was installed to patch the areas where the former desks were located. Some shelving will be relocated to new areas.

Collection Development/Reference

Natalie has worked on condensing the reference materials to provide more space in the library.

Continued System Involvement

OPL patrons saved \$6,845,527.54 by using their library card in 2025. This number is derived directly from purchase prices listed in the catalog records.

Jen Puccini and Anna Katter will be attending Library Legislative Day on February 10. 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.

Operations

We hired Kristen Anglemyer as a part-time circulation clerk. Morgan Toupal resigned after accepting a full-time position elsewhere.

Kate Cooper submitted her resignation, with her last day being January 26. We will be seeking to fill her position and will be posting an opening for a part-time youth services position.

Magazine Giveaway

Date - January 19 - January 25 (or until all magazines are taken)

Location - Library lobby

How it works - We will have a table set up in the lobby with free magazines to giveaway. The table will be re-stocked daily until all magazines are taken. We will not restock the table by request. The magazines that are on the table are the only magazines available that day.

Personnel/Continuing Education

The Wild Wisconsin Winter Web Conference was 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

We are excited to have this partnership with the Job Center of Wisconsin.

Santa at Pajama Storytime in December was a big hit-126 patrons attended.

We had record numbers for Hands-On Holidays program- 127 patrons attended.

NEW BUSINESS

A. DISCUSS LETTER OF INTENT (“LOI”) FOR PABST 59 (“THE SHOPPING CENTER”).

Pabst LA, LLC is offering a Letter of Intent (LOI) to lease retail space. This document is not a contract but is intended to outline the basic business terms needed to negotiate, draft and enter into a lease

agreement (the "Lease"). Pabst LA, LLC ("Landlord") is pleased to offer the following Letter of Intent (LOI). When agreed to by both parties, this letter will serve as the basis for a formal Lease document, which will contain the parties' full agreement. Trustees discussed moving forward with the Letter of Intent.

B. DISCUSS MOVING FORWARD WITH UNSTAFFED BRANCH (OCONOMOWOC INNOVATION LIBRARY).

Trustees discussed moving forward with the Innovation Library. City Administrator, Mark Frye, and Alderman Rosek joined in the discussion.

BOARD REMARKS

A. BOARD PRESIDENT REMARKS

Kerry Hansen announced the presentation for Oconomowoc Junior Women's Club is in February 2026.

B. BOARD MEMBER REMARKS

No board remarks.

ADJOURN

Erik Ludwig moved to adjourn the meeting at 6:45 pm. Ben Nankee seconded and the motion carried.

Shannon Bartholomew, Administrative Coordinator