



Board of Trustees Meeting
November 18th, 2025 - 4:30 p.m.

Minutes

Trustees present in person or via Teams: Katy Grogan, Quentin Mayberry, Holly Garey, Cassandra Dobson, Steven Aurit, Nicole Ryan, Julie Budrow

Trustees absent: Jessica Grandt, Richard Neeno

Staff present in person or via Teams: Eric Robinson, Rene Bue, Michelle Dennis, Charles Teval, Mary Buelow, Emrick Gunderson, Jenny Swales

I. Call to Order & Introductions

K. Grogan called the meeting to order at 4:30 p.m.

II. Consent Agenda Items: No items were pulled.

III. Reports

A. Prairie Lakes Library System Report: PLLS is accepting applications for the Community Outreach Grant. They will award \$36,000 over three years. Some suggested ideas to use the money are to place hold lockers around town, or possibly buy a book bike. Publicity has gone out letting patrons know Hoopla is ending, and steps we are taking to enhance Overdrive/Libby. Kate Davis, PLLS programmer, is in the process of creating passport packs. These are kits that will represent different cultures. She is currently looking for authentic items to include in those.

B. Friends of the Library Report: A Seasonal Ground Floor Manager position has been posted in order to cover an upcoming extended leave for the Ground Floor Manager. The Friends made \$500 at the most recent Culvers fundraiser, and they are sending out postcards for a membership drive.

C. Activities Report: R. Bue reported that in 2026 we will receive a \$10,000 Carnegie Library grant, and we can use that money at our discretion. She is currently working on end of year fundraising with a goal of \$25,000. She is still in the process of looking for sponsors for the Bookmobile, and in the spring will hold a public event for people to donate.

D. Library Director Report: All statistics (foot traffic, circulation, programming attendance) are up from last year except for reference questions. The new chiller is in place, but not running yet as the contractors are finishing up some insulation and welding. E. Robinson met with Cindy Fesemyer, who will work on our strategic plan with us, which should be done by August 2026. Eric is currently the Vice-President of WLA, and next year he will be the President.



IV. New Business

A. Trustee Reports (discussion):

-Wisconsin Library Law (presented by Steve and Katy). Highlights include that Library employees should be held to the same standard as Municipal employees. Remember that if considering an action during a closed meeting, the action must be taken after reconvening in open session.

-An introduction to Being a Wisconsin Public Library Trustee (presented by Nicole and Jessica). The key takeaway is to remember the Library Board's authority is collective, not individual.

B. HPL 55-65 insurance gap (possible action): E. Robinson spoke with the City Manager, and D. Godek has been tasked to work on this retirement benefit for Library employees. Municipal employees already have this benefit. We may see a plan in first quarter of 2026. Many libraries have this benefit, which may be a recruitment/retaining issue in the future.

S. Aurit made a motion to draft a letter, presented at December meeting, to send to the City Manager signed by all members of the Board. H. Garey seconded, and the motion passed.

C. Request to close HPL on MLK day now and in the future (action item). The City recently enacted this as a closed paid holiday, and the Library would like to follow suit.

Q. Mayberry made a motion to add Martin Luther King Day as a closed, paid holiday. J. Budrow seconded, and the motion passed.

V. Adjournment (Next Regular Meeting – December 16, 2025):

H. Garey moved to adjourn, J. Budrow seconded. Meeting adjourned at 5:21 p.m.

Submitted,
Jenny Swales

NOT OFFICIAL UNTIL APPROVED BY BOARD OF TRUSTEES