

**LIBRARY BOARD MEETING MINUTES
IN PERSON AND VIA ZOOM
MONDAY, NOVEMBER 10, 2025 – 9:30 AM
FCCU COMMUNITY ROOM (MAIN FLOOR OF LIBRARY)**

1. Call to Order: The meeting was called to order by Julie Olver at 9:30 AM

2. Roll call: Present: Present: Rob Abbott, Lori Compas, Rebecca Houseman, Kyle Jacobson, Leslie LaMuro, Davin Lescohier, Julie Olver, Sara Podoll, Minetta Lippert, Laura Becker, Sarah Dorfman
Absent: Duane Scott, Sara Scullen

3. Approval of Minutes: Minutes approved by: Davin Lescohier, 2nd by: Sarah Dorfman - all approved

4. Financial Report

a. Discussion relating to November financial report of the library (Lippert)

Minetta mentioned that the grayed area on the spreadsheet was the projected expenses which help her plan better in the future by factoring in grants and maintenance costs. She feels we are in a comfortable position with regard to the 2025 budget.

5. Approval of Bills

a. Review and possible action relating to the library's bills (Lippert)

Bills approved by: Leslie LaMuro, 2nd by: Sara Podoll - all approved

6. Public Input- none

7. Reports

a. Director's Report – The personnel committee created a survey sent to staff for the annual review of the Library director. 18 have been returned out of the 21 sent to staff. The rooftop compressor for the HVAC will be installed on Dec. 4 starting at 7:00 AM, so the library will open an hour later than usual at 9:00 AM on that date. The paper copy of the winter program guide is finished; staff is still completing the online version. The mini food pantries at the Library and Museum are full and being used, any leftover food supplies will be donated to the Fort Atkinson food pantry. The library budget will be voted on by City Council at the Nov. 18th meeting. The city council approved the plan for the native garden at the library. There was a brief discussion about a new city position as a maintenance supervisor for all city owned buildings (including the DFPL). Minetta is very much in favor of this new position.

b. Friends of the Library Liaison Report – Julie Olver, Tom Fick and Minetta Lippert attended the Bridges Library coffee and chat in Delafield, it was a large group in attendance. Our library staff and board relationship is very good compared to others.

8. Unfinished Business - none

9. New Business: Lippert

a. Review and possible action relating to the 2026 Bridges Library System Annual Addendum

Minetta explained that the WI Digital Library fee will be 100% funded by the system, and libraries will redirect their share to Overdrive Advantage since we no longer have Hoopla.

Annual Addendum approved by: Davin Lescohier, 2nd by: Kyle Jacobson - all approved

b. Review and possible action relating to the Library's 2026 holidays and closure dates

2026 Holiday closures approved by: Sara Podoll, 2nd by: Sarah Dorfman - all approved

10. Miscellaneous

a. Trustee Training: Discussion relating to Trustee Essentials Chapter 13 Library Advocacy

The board is willing and ready to advocate on behalf of our library if needed but feel that at this time our community is not a threat to the library. Julie mentioned that the Friends of the library has a committee to advocate for our wonderful library and may reach out to legislators to see if they would like to visit for a guided tour.

11. Adjournment:

Move to adjourn at 9:59 AM by: Leslie LaMuro, 2nd by: Sara Podoll -all approved

Minutes respectfully submitted by,

Leslie LaMuro

Library Board Meeting Dates

- Monday, December 8, 2025 at 9:30 a.m.