

Dwight Foster Public Library
209 Merchants Avenue, Fort Atkinson, WI 53538
LIBRARY BOARD MINUTES MONDAY, JANUARY 12, 2026 - 9:30AM
ROTARY ROOM (2ND FLOOR OF LIBRARY)

The meeting was called to order at 9:31 AM by Julie Olver

Roll Call: Present: Rob Abbott, Rebecca Houseman, Kyle Jacobson, Leslie LaMuro, Davin Lescohier, Julie Olver, Minetta Lippert, Sarah Dorfman, Duane Scott, Sara Scullin, Sara Podoll

Absent: Laura Becker, Lori Compas

Trust Update

Bruce Waller from Edward Jones made a presentation about the Library's Trust Fund. In 2025 the trust grew 14%, an increase of \$128,000.00, and so far in 2026 it has increased by \$12,000. The current value of the trust is \$1,009,887.00 growing at an average rate of 7%. There was a generous donation of \$100,000.00 to the trust this year.

Approval of Minutes

Review and possible action relating to the minutes of the December 8 regular Library Board meeting

Move to approve by: Kyle Jacobson, 2nd by: Sara Podoll, all approved

Financial Report

Minetta discussed the January financial report of the library and the summary of the 2025 Trust expenditures and contributions. Some unexpected expenses the boilers down after the fuse was blown. The new rugs and some furniture was a planned expense.

Approval of Bills

Review and possible action relating to the library's bills-

Move to approve by: Leslie LaMuro, 2nd by: Davin Lescohier, all approved

Public Input – John Ciccarelli introduced himself as a candidate running for city council who wanted to observe a library board meeting.

Reports

Director's Report- Minetta reported on the 2025 annual review and commented on how much she likes the year end review chart, it gives a lot of information in a very readable format. There were some unexpected expenses this year the fuse blown resulting in boilers down, one was fixed Dec. 16th by Ahern the other was repaired by Dec. 30th. We have cancelled Hoopla due to high cost with minimal pushback from Library patrons. She has held performance evaluations with all the full time staff and she met with Rebecca Houseman to set her goals for 2026. Checked out 4 different companies for floor mats, but

after careful review went with Packerland but negotiated a lower price. Staff created some CD checkout bags and learn to knit or crochet kits. The winter reading program is under way and people can still sign up. Find the bear in the library is ongoing. Requested a check from Edward Jones Trust for \$106,905.03 to reimburse the city for 2025 CIP expenses for furniture, server replacement, new computers and HVAC repairs.

Friends of the Library Liaison Report

Julie Olver reported that the Friends of the Library met last week and pledged \$14,000 for explore passes. They plan to take part in a T-shirt fundraiser organized by Carlee. She also reported that the renewal campaign went very well.

Unfinished Business

None

New Business

Review and possible action relating to the pay grades and pay ranges for full-time library employees as outlined in the City of Fort Atkinson's classification and compensation report Move to approve pay increases incrementally to the 50th percentile as recommended by the City's classification and compensation final report by: Sara Podoll, 2nd by: Sara Scullin, all approved

Review and possible action relating to the phone system replacement project

It was recommended by Minetta that the library choose Option 1 from Ignatek Installation cost estimate: \$5,563.33 and ongoing monthly cost estimate: \$170.33 Ignatek's proposal would move the library's phone system to the same 3CX phone system used by the rest of the City. Ignatek would install 11 new phones in the library, connect the library to the City's fiber network, and replace the Meraki switch with a Ubiquiti switch. Move to approve by: Rob Abbott, 2nd by: Sarah Dorfman, all approved

Review and possible action relating to a cooperative computer purchase

Minetta explained that a group computer purchase would allow us to purchase 6 desktop computers and monitors for \$750 each which is under our budgeted amount. Move to approve by: Davin Lescohier, 2nd by: Sara Podoll, all approved

Review the Jefferson County Library Service Guidelines

Minetta reported that we are in compliance with the Jefferson County Library Board's service guidelines and she appreciates that they do not have any monetary penalties for non compliance as some other counties do.

Miscellaneous

Trustee Training: Board Matrix and Trustee Self-Assessment

Minetta handed out copies of the board matrix and self assessment and asked that board members fill out the matrix and turn it in to her so that she can compile a spreadsheet outlining the qualifications that various board members contribute to the board. The self-

assessment is for the board's own benefit and does not need to be returned.

Move to adjourn at 10:24 am by: Sara Podoll, 2nd by: Kyle Jacobson, all approved

Minutes respectively submitted by,
Leslie LaMuro