

**WATERFORD LIBRARY BOARD OF TRUSTEES**  
**OFFICIAL MEETING MINUTES**  
**October 14, 2025**

**Call to Order:** The meeting was called to order by President Isola at 5:07 PM

Trustees present: President Isola, Trustees Pollnow, Dexter, Loebel, Beer, Schoepke  
Absent: Kis

Others present: Library Director Jessica Kiesler, Samantha Vogel, Village Board President Adam Jaskie

**Public Comment**

None

**Minutes**

Motion (Pollnow/Loebel) to approve minutes from the September 9, 2025 Regular Board meeting. All ayes.  
Motion carried 6-0.

**Trustee Essentials**

Chapter 3: Bylaws-Organizing the Board for Effective Actions

**Librarian's Report**

**1. Programming review:** 882 people attended 39 programs at the library this month

- Adult programming:
  - Total participants: 200
  - Adult Yoga with Rachel - 45
  - Program with Pro Health - 20
- Family programming:
  - Total participants 326
  - Meet the director - 29
- Juvenile 0-5:
  - Total participants 272
  - Alphabet Lab w/ Ms. Amy - 154
- Juvenile 6-11:
  - Total participants 8
  - Tails and tales w/ Polar - 8
- Teen 12-18:
  - Total participants 43
  - Waterford High School Field Trip (class) - 14

**2. Circulation Review:**

- 9,967 items circulated during the month of September 2025, an average of 56 items each hour that the library is open.
  - Books 7,566
  - DVDs & Blu-Rays 1,077

**3. 2025 Budget Review**

- 75% of year has passed;73.8 % of expenses have been incurred

- Reviewed Associated Bank Endowment statement
  - September ending: \$184,859.93
- Reviewed Community State Bank statements
  - September ending: \$25,308.12

#### 4. Other Updates

- Shared patron comments and responses
- Social Media: gained 40 new followers on Facebook

#### Invoices

- Motion (Isola/Loebel) to operations with correction \$57,747.76. All ayes. Motion carried 6-0.
- Motion (Pollnow/Schoepke) Special Funds \$4,453.49. All ayes. Motion carried 6-0.

#### Old Business

- Policy revisions per DPI
- Endowment Discussion

#### New Business

- Library Board Bylaws
  - Motion to create a sub-committee to examine the existing bylaws to bring back potential changes to the library board. (Schoepke/Pollnow) Motion carried 6-0.
- Building Agreement
  - Motion to table this discussion until November (Loebel/Isola). Motion carried 6-0.
- Budget Amendment Request
  - Motion to approve the formal request to change the 2025 adopted budget (Schoepke/Pollnow). Motion carried 6-0.
- Trust Fund Policy
  - Discussion about changes suggested to the policy.
  - Motion to table the discussion and approval of the Trust Fund Policy (Loebel/Pollnow). Motion carried 6-0.
- Draft 2026 Budget
  - Village Board presentation 10/13/25
  - Motion to table the 2026 Budget to November (Isola/Beer). Motion carried 6-0.
- New WPL Logo

#### Adjournment

There being no further business before the Board of Trustees, there was a motion (Schoepke/Loebel) to adjourn. All ayes. Motion carried 6-0. The meeting adjourned at 6:36 PM.

The next Library Board meeting will be held on Tuesday, November 11 at 5:00 PM at Waterford Public Library.

Minutes submitted by:  
Sara Schoepke  
Library Board Secretary