

WATERFORD LIBRARY BOARD OF TRUSTEES
OFFICIAL MEETING MINUTES
March 10, 2026

Call to Order: The meeting was called to order by President Isola at 5:01 PM

Trustees present: President Isola, Trustees Pollnow, Kis (Zoom), Dexter, Beer, Schoepke, Loebel

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

Public Comment

None

Minutes

Motion (Pollnow/Loebel) to approve corrected February minutes as discussed. All ayes. Motion carried 7-0.

Director's Report

1. Programming review:

- Adult programming:
 - Spice Club: Juniper Berries: 50
 - Spice Club: Anise: 50
 - Total Participants: 291
- Family programming:
 - Total Participants: 324
- Juvenile 0-5:
 - Total Participants: 258
- Juvenile 6-11
 - Total Participants: 208
- Teen 12-18:
 - Total Participants: 22

2. Circulation Review:

- Books: 6,997 checked out in February 2026. Up 6% from February 2025
- Door count: 3,994 visits in February 2026. Up 19.8% from February 2025
- Number of programs: 41 programs in February 2026. Up 20.6% from February 2025

3. Special Projects Update

- Friends hosted a Bargain Bag Book sale in February; Raised almost \$1000
- Meetings regarding HVAC and roof project; not much to report yet
 - Will be putting the work out to bid
 - Village discussed leak in Community Room; and village will incur the costs; looking into this \$7,000 being rolled into the capital expenses for the roof.
- Weeding project ongoing
- Prairie Lakes has a mentor/mentee program; Jessica is paired with Joe Davies, Burlington Library Director

- Jessica attended the Prairie Lakes Library Directors meeting
- Prairie Lakes is working with state groups to provide municipalities with training models to better foster library and municipality relations.
- Beta version of the new library catalog (Aspen), which will better show books, ebooks, etc. in collection; public launch projected for Fall 2026
- Strategic Planning: Step 1: Will initiate a staff committee and from that will create a community survey to start the planning process

4. 2026 Budget Review

- Budget currently at 17.3% of spending for the year (16% of year has elapsed)
- Associated Bank: End of February \$194,422.67
- Community State Bank: End of February \$16,004.05
- Patriot Financial: End of February \$68,672.16

Invoices

- Motion (Dexter/Kis) to Operations \$44,125.63. All ayes. Motion carried 7-0.
- Motion (Loebel/Pollnow) Special Funds \$1,955.03. All ayes. Motion carried 7-0.

Committee Report

- Endowments Subcommittee Discussion
 - Creating a list of accounts involved, restriction per account, details/overview of each account
 - Plans for recognition for parties that donate to endowment

Old Business

- Building Agreement
 - Created a Draft Memorandum of Understanding for Waterford Public Library
 - Consideration to meet with Village Finance committee to determine process for maintenance of library facility
- Gift Policy
 - No update this month
- Library Furniture and Signage
 - Library Furniture International presentation; More quotes to come.

New Business

- Gale Cengage Courses Renewal
 - 6 week courses available to patrons with a valid Waterford Library card
 - Service available and subscription is up for renewal; \$2424 / year
 - Usage
 - 2023-2024: 29 individuals enrolled; 22 courses completed / 15 individuals
 - 2024-2025: 24 individuals enrolled; 16 courses completed / 9 individuals
 - 2025-2026: 22 individuals enrolled; 12 courses completed / 8 individuals

Motion (Loebel/Isola) to not renew Gale Courses annual subscription and promote LinkedIn Learning as a replacement. All ayes. Motion carried 7-0.

- Approval of Endowments Subcommittee Members

Motion (Schoepke/Beer) to approve the appointments of Beth Bechtel and Lori Peternell to the Endowments Subcommittee. All ayes. Motion carried 7-0.

Adjournment

There being no further business before the Board of Trustees, there was a motion (Loebel/Pollnow) to adjourn. All ayes. Motion carried 7-0. The meeting adjourned at 6:26 PM.

Next meeting: Tuesday, April 14, 2026 at 5:00 PM at Waterford Public Library.

Minutes submitted by: Sara Schoepke