

WATERFORD LIBRARY BOARD OF TRUSTEES
OFFICIAL MEETING MINUTES
April 14, 2026

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

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

Excused: Kis Not Excused: Beer

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

Public Comment

None

Minutes

Motion (Pollnow/Isola) to approve March minutes as discussed. All ayes. Motion carried 5-0.

Director's Report

1. Programming Review:

- Adult programming:
 - Spice Club: Lavender: 68 & Caraway: 56
 - Tai Chi for Seniors w/ ADRC: 50 participants / 3 sessions
 - Total Participants: 412
- Family programming:
 - New: Would you rather question by week passive programming
 - StoryWalk: 193 participants
 - Total Participants: 1,430
- Juvenile 0-5:
 - Alphabet Lab: 126 participants / 3 classes
 - Total Participants: 163
- Juvenile 6-11
 - Hoo's Woods: 62 participants
 - Total Participants: 125
- Teen 12-18:
 - Total Participants: 25

2. Circulation Review:

- Books: 21,056 books thus far in 2026; Up .98% from 2025
- Door count: 11,876 people total thus far in 2026; Up 9.61% from 2025
- Number of programs: 134 programs offered thus far in 2026; Up 15.52% from 2025
- Program attendance: 4,422 participants thus far in 2026; Up from 21.72% from 2025
- Lucky Day materials: 73 checkouts in March; term of check out has increased from 7 days to 14 days

3. Special Projects Update

- Thanks to the Friends, the library now offers experience passes for the Milwaukee Domes and Betty Brinn Children's Museum
- Meet & Greet offered by the Waterford Chamber of Commerce was successful
- Working with the Racine Symphony Orchestra to have an artist "perform" regularly at the WPL.
- Strategic Planning process has begun with an internal committee being created with staff
- Continuing progress on Library Donor's board
- Conversations occurring with the village and the Waterford Chamber for the annual gala for the community (a holiday event rather than spring)
- Update on the HVAC project for 2026 and conversation at Village board meeting; RFPs will be completed by May 1
- Jessica is exploring a variety of grant opportunities for the library; will continue to update board

4. 2026 Budget Review

- Budget currently at 27.6 % of spending for the year (25% of year has elapsed)
- Associated Bank: End of March \$188,556.59
- Community State Bank: End of March \$30,134.86
- Patriot Financial: End of March \$65,997.74
- Racine Community Foundation: End of 2025 \$20,400.62

Invoices

- Motion (Dexter/Pollnow) to Operations \$63,041.75. All ayes. Motion carried 5-0.
- Motion (Dexter/Pollnow) Special Funds \$1,382.96. All ayes. Motion carried 5-0.

Committee Report

- Endowments Subcommittee Report
 - No update at this time; scheduled to meet Friday, April 17

Old Business

- Building Agreement
 - Jessica and Mike will do a walk through
- Gift Policy
 - No update at this time
- Library Furniture and Signage
 - Overview of the new furniture recommendation
 - New furniture has a 25 year life span
 - Tables \$10,373
 - Soft Seating & End Tables \$17,502
 - Task Chairs (10) \$2,048
 - Teen Lounge Chairs & Ottoman Table \$3,033
 - Youth area: re-upholster existing bench \$2,859
 - Purchase additional furniture as phase 2
 - Total: \$35,715

- Motion (Isola/Dexter) to not exceed \$40,000 to purchase new library furniture from the Associated Endowment fund. All ayes. Motion carried 5-0.
- Motion (Schoepke/Loebel) to transfer an amount not to exceed \$40,000 from the Associated Endowment fund to Community State Bank. All ayes. Motion carried 5-0.

New Business

- Election of Library Board Officers

Motion (Pollnow/Loebel) to nominate Loribeth Isola for President. All ayes. Motion carried 5-0.

Motion (Schoepke/Loebel) to nominate Tamara Pollnow for Vice President. All ayes. Motion carried 5-0.

Motion (Pollnow/Isola) to nominate Jan Loebel for Treasurer. All ayes. Motion carried 5-0.

Motion (Isola/Pollnow)to nominate Sara Schoepke for Secretary. All ayes. Motion carried 5-0.

Adjournment

There being no further business before the Board of Trustees, there was a motion (Schoepke/Pollnow) to adjourn. All ayes. Motion carried 5-0. The meeting adjourned at 6:29 PM.

Next meeting: Tuesday, May 12, 2026 at 5:00 PM at Waterford Public Library.

Minutes submitted by: Sara Schoepke