

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

Call to Order: The meeting was called to order by President Isola at 5:00 PM

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

Absent: Beer

Others present: Library Director Jessica Kiesler, Samantha Vogel, Friends President Jan Thornberg

Public Comment

None

Minutes

Motion (Pollnow/Dexter) to approve June minutes as discussed. All ayes. Motion carried 6-0.

Director's Report

1. Programming Review:

- Adult programming:
 - Adult Yoga (4 dates): 58 participants
 - Total Participants: 220
- Family programming:
 - Booth at Fun & Food on First: 126 interactions
 - Storywagon: Dino Discovery (sponsored by Prairie Lakes Library System): 103 participants
 - Total Participants: 1,094
- Juvenile 0-5:
 - T-Rex Party: 52 participants
 - Total Participants: 67
- Juvenile 6-11:
 - Prehistoric Scavenger Hunt: 387 participants
 - Total Participants: 530
- Teen 12-18:
 - Total Participants: 68

2. Circulation Review:

- Library Visits: 5,616 people visited in June
- Door count 25,777 in 2026; Up 13.22% year to date
- Book check outs up 2.41% year to date
- Program attendance: 1,985 attended 41 programs in June; Up 37.16% year to date
- Both Town and Village of Waterford circulation numbers are up at this point in year
- Town of East Troy is up in June
- Up by 375 checkouts for the year
- New Patrons in June: 103

- June 2026 was highest circulation since July 2024

3. Summer Reading Program

- 823 participants signed up for the summer reading program, which started on June 5.

4. Special Projects Update

- The Chamber's Annual Gala will take place at the library on Saturday, November 7, 2026.
- 2027 County Reimbursement information: \$343,331, \$24,970 less than in 2026.
- Preliminary discussion about painting and re-carpeting of the library in the future.
- Prairie Lakes Library System is paying for a library catalog upgrade (Aspen) and it's available as a trial for patrons. Will fully launch by the end of the year.
- We saw a mockup of the new youth area mural of the Fox River water scene.
- New Library Card has been created and will be distributed starting soon; a new card will cost existing patrons \$2 to replace their old library card.
- Jessica shared a mockup of the Donor Wall metal artwork that will both recognize donors and be a fundraiser.
- HVAC project planning is still occurring and waiting to go out to bid.
- Discussion about establishing an Art Committee to oversee the sharing of artwork around the library; More information coming in the future.
- Discussed Library Director year 1 evaluation; will survey staff and board and present to the director in closed session on September 8, 2026.

5. Friends Update

- Jackie Kastengren has "retired" as the Friends President.
- Jan Thornberg, incoming president, came and advocated for the Friends group; brainstormed ideas moving forward.
- The Friends group has been very supportive of the library both as volunteers and financially.
- Friends meeting on Tuesday, August 25 will be at 5:00.

6. 2026 Budget Review

- Budget currently at 54.6% of spending for the year (50% of year has elapsed)
- Associated Bank: End of June \$161,631.80
- Community State Bank: End of June \$46,846.88
- Patriot Financial: End of June \$83,093.32

Invoices

- Motion (Kis/Schoepke) to Operations \$86,876.64. All ayes. Motion carried 6-0.
- Motion (Kis/Schoepke) Special Funds \$23,612.27. All ayes. Motion carried 6-0.

Committee Report

- Endowment Subcommittee Report
 - Working on the fine details of the individual values for each part of the Donor Wall and how to represent the names.
 - Creating an advertisement that is bookmark size; will go to print soon.

- The next meeting is Wednesday, August 12.

Old Business

- Building Agreement
 - No updates at this time.

New Business

- None at this time

Adjournment

There being no further business before the Board of Trustees, there was a motion (Schoepke/Dexter) to adjourn. All ayes. Motion carried 6-0. The meeting adjourned at 6:33 PM.

Next meeting: Tuesday, August 11, 2026 at 5:00 PM at Waterford Public Library.

Minutes submitted by: Sara Schoepke