

Winneconne Public Library Board of Trustees
Meeting Minutes
Monday July 14th, 2025, 4:30pm
Winneconne Public Library, 2nd Floor of the Village of Winneconne Municipal Center

Call to Order: The meeting was called to order at 4:31 PM by Library Board President, Jeff Jensen.

Roll Call: Members present: Colleen Kutchin, Natalie Pingel, Tom Snider and Jeff Jensen. Members absent: Dana Jerabek, Joshua Janikowski and Joanne Loy

Public Participation: Village Administrator, Logan Fuller joined the meeting to discuss and start a conversation on 2026 budget season referring to staffing, as well as communicating about SOP's and Strategic Plan for the library to better showcase the successes.

Amanda also took this time to inform the board that the previous Friday, Amanda, Linda, Melia & Mara were all CPR and AED trained and certified.

Jeff and Amanda brought up purchasing flowers for Dana Jerabek's father's funeral. All agreed, an arrangement would be sent to the funeral home to express the board and Amanda's sympathy for Miss Dana and her family.

Regular Business:

1. **Approve Consent Agenda:**

- Motion to approve the consent agenda, including:
 - Minutes from June 9th, 2025, Library Board Meeting
 - June 2025 Library Bills
 - 2025 Year-to-Date Financial Report
- Motion made by Snider, seconded by Kutchin. All in favor- Motion carried.

Director's Report: Amanda passed on a Director's Report as everything was already laid out on the agenda and would be discussed.

Old Business:

- Continued discussion regarding the need for an 8th board member. Will need a 7th board member as Snider is an appointed member from Winnebago County. Amanda confirmed this information with the DPI and a lawyer representative at the League of Municipalities.

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New Business:

1. Updates on Summer Reading Program & Summer Lunch Program:

- Amanda informed the board of the high numbers of participants daily. Many new faces and families. More statistics to come in August after SRP wraps up.

2. Discussion on the Coughlin Room:

- Amanda started a conversation regarding ownership of the Coughlin Room after a Historical Society member mentioned that they were under the impression that the Historical Society was under their ownership. Amanda reached out to the previous Library Director, referred to the Winneconne News and has been searching for documentation that it does in fact belong in the library.

3. Share Updates from LAC Meeting with Winnefox and Winnebago County Executive Gordon Hintz:

- Amanda updated the board on some of the outstanding stats from Winnefox.
 1. Winneconne Library has a very high percentage of Village Residents that hold a Winneconne Library card: 47.61%. Highest of all Winnebago County Libraries.
 2. Winneconne Library and Omro Library have the highest percentage of circulation recovery since 2019, pre-covid, reaching 90% of circ.

Items for Next Meeting Agenda:

- Discuss and vote on updated Disaster Policy - ACTION
- Discuss and vote on updated Computer/Wi-Fi Policy – ACTION
- Closed Session to Discuss Current Staff and Wages for 2026
- Start planning of survey for launch of new strategic plan
- Creation of SOP's for future Directors and Library Staff (Manual)
- Continue following up with Meta and Facebook to remove Kelly Nelson.

Adjournment: The meeting was adjourned at 5:41pm. The next meeting is scheduled for August 11th, 2025, at 4:30 PM.