

Hustisford Community Library Board Meeting
Library Board Meeting Minutes
September 8, 2025

1. **Call to Order**

Dave Margelofsky called the meeting to order at 3:30 p.m.

2. **Roll Call**

Present: David Margelofsky; Anne Roberson; Cynthia Stroessner; Debbie Ninmann; Barb Wittnebel; Rebecca Glauvitz; Todd Bugnaski; Jamie Mercer, Director

It was confirmed that the meeting was posted per State Statute.

3. **Public Announcements** -None

4. **Approval of Minutes of the Previous Meeting**

Motion: Approve the minutes of the August 12, 2025 meeting.

Debbie Ninmann, Cynthia Stroessner - carried.

Motion: Approve the minutes of the August 27, 2025 meeting.

Cynthia Stroessner, Barb Wittnebal – carried.

5. **Approval of Financial Reports**

Library Gift/Donation/Endowment Fund Report.

Motion: Approve the Library Gift/Donation/Endowment Fund Report of September 8, 2025.

Anne Roberson, Debbie Ninmann - carried.

Financial Report

Motion: Approve the Financial Report of August, 2025.

Rebecca Glauvitz , Debbie Ninmann - carried.

6. **Township Report** –None

7. **Village Report** – None

8. **Director's Report**

Statistics

Monarch Updates-

1. DPI Organization Chart – The state is restructuring and renaming people and job roles. The Bureau of Libraries now has a State Librarian (Ben Miller) who will funnel information to local libraries and systems.
2. Technology Invoices – The fire inspection passed after Monarch fixed up the area. They now want to make changes to better organize the area and the board recommended allowing them to do so.
3. New calculations (Minimum Reimbursement from Counties and Municipalities) – All municipalities were sent a new calculation of the minimum that they must give for the year 2027.

4. Flooded Materials – Some libraries and municipalities had flooding and some library materials were damaged at people’s homes. Most libraries are waiving their fees to replace items.

Upcoming - Make and Take Crafts, Storytime, Book Clubs, Founder John’s Day, Big Red’s at the Community Hall, Diamond Painting, Friend’s Booksale.

Outreach- Jamie and Calista attended Starry Night at the Horicon Marsh. They had take & make crafts and offered offsite library card registration. The event was well attended.

Jamie plans to attend Founder John’s Day with take & make crafts, promotional library material, and offsite library card registration.

On September 20, Calista will be representing the library at Big Red’s, handing out promotional material.

Director Projects - Jamie attended 13 meetings in August and will attend 14 in September.

Friends of the Library

The book sale will run September 11-27.

Grants

The library was awarded the Noche de Cuentos Grant for \$500. We need to complete a story telling program that celebrates Latino Culture by December. Jamie plans to work with the Spanish class at the high school on this.

Building Update

Rebecca will make contact regarding the pergola.

Staff Meetings/Personnel

Staff Projects

Work continues on the inventory. They are now in the Adult Fiction section.

They are working on an Adult Graphic Novels Expansion and a Kids New Books Reorganization.

9. **Correspondence and communications** –None

10. **Unfinished Business**

- a. Husty Lawns – They are no longer doing fertilizer.
- b. Employee Recognition – 15 year anniversary- on hold.
- c. Policies – Meeting Room – Will get the latest policy and review in October.
- d. 2026 Budget – Reviewed. Will finalize in October.
- e. Fire Inspection/ Monarch IT – Passed.

11. **New Business**

- a. Library Board Elections – Deferred to October.
- b. Progress on Strategic Plan – Deferred to October.

12. **Set Next Meeting** – October 13, 2025 at 3:30pm

13. **Motion to Adjourn**

Rebecca Glauvitz, Barb Wittnebel – carried

The meeting adjourned at 4:18 pm.

Submitted by Anne Roberson