

Call to Order:

Meeting called to order by Jeni Detra at 6:09 p.m.

Roll Call:

Wyatt Webster, Monica Hodgson, Asha Whitney, Joe Schutte, Mary Ellen Rear, Sarah K.

Adoption of Agenda:

Monica makes motion, Wyatt seconds, motion carried.

Appointments:

Asha was confirmed at the previous village board meeting, and the board recognizes the removal of Sarah Gallagher at the village board meeting due to non-resident seats being limited to two.

Public Comment:

Monica shared an article about the first legion librarian, Verna B. Grimm. General discussion of how to increase number of members on Library Board, ideally up to 5, Joe discussed ideas of how more appointments could be made

Approval of 12/15/25 Minutes:

Monica makes the motion to accept the minutes, Jeni seconds, motion carried.

Village Economic Development Report:

Joe is finalizing the calendar of events for the year, and asked the library if there were any events they would like included, preferably submitted by Sunday, January 26. Monica mentioned Asha, as the school representative, could bring school events to Joe. Joe also mentioned a few changes in event dates compared to previous years (farmers markets, garage sales, etc.) Joe brought up the idea of a promotion during a farmers market, with the close vicinity to the library, an incentive of reading a book being rewarded with a coin from the library, to be turned in at a vendor or other local businesses for ice cream, pizza, a cookie, or other goods.

Friends Report:

Jeni brought up the draft of a memorandum of understanding between the Friends and the Library Board. Monica hopes the Friends and the library will consistently be in

communication regarding purchases. Mary said she personally wouldn't be in favor of buying anything without the knowledge / approval of the library board and the library director. General discussion of how finances will be handled, whether the Friends pay directly for something, or the Friends will give the library the funds to pay. The details of the arrangement will need to be worked out. Jeni mentioned the library being able to spend directly on equipment, books, renovations, etc. can be reported to the state, which in the long run will benefit the library greatly. Mary and Joe discussed the upcoming expenses for the new building, and if the Friends could help with some of those expenses. Joe mentioned the village applying for USDA grants.

New Library Space Transition:

Jeni mentioned as the responsibilities for the new building are ironed out, this will most likely impact the job duties and expectations for current and future library employees. General discussion about potential budget amendments, how this would be initiated, and whether or not they are required due to increased expenses as a result of the new building acquisition, and if The Friends could help offset the costs. Monica makes the motion to propose a budget amendment which would increase the budget due to possible combined roles of the library director and economic development director within the coming year, Asha seconds, motion carried.

Monica makes the motion that the Library Board President have access to the village clerk treasurer to discuss an increased-expenses budget amendment of the new library building to be presented to the village board, Asha seconds, motion carried.

Joe discussed basic logistics of how long it will take to move the library to the other building, supplies, internet, phone, equipment, etc. Will there be anything which is guaranteed to take longer than the rest to transition over? What is the realistic timeline for the transition? General discussion of workarounds in the case of delays, the optics of how and when to transition various things over, and how this will impact fundraising potential.

Jeni mentioned the purchase of two new computers with monitors. Joe mentioned having spare monitors in his office to donate.

Discussion regarding keeping the current chairs in the new building, and using desks for study rooms.

Interim Library Director Comment:

Sarah said she's been checking emails and bills, and is in close communication with Evelyn. She also mentioned that it appears the Kajeet bill has not been paid.

Approve Bills:

Jeni mentioned being in the negative by just under \$500. The Library Board needs to decide where in the budget to cut the money. The idea of the cost of the PO Box and website being lowered or removed was mentioned. Monica makes the motion to approve the expenses of \$3,003.91 and the income of \$22.25, Wyatt seconds, motion carried.

Convene to Closed Session:

Monica makes the motion to convene to closed session at 7:55 p.m, Asha seconds, motion carried.

Reconvene to Open Session:

Monica makes the motion to reconvene to open session at 8:44 p.m, Asha seconds, motion carried.

Synopsis of Closed Session Discussion if Needed:

There will be interviews scheduled for three applicants, and an increase in pay for the library assistant.

Announcements:

N/A

Adjournment:

Monica makes the motion to adjourn at 8:51 p.m, Asha seconds, motion carried.

Next meeting is on February 16, 2026, location to be determined.