

**Columbus Public Library  
Library Board Meeting  
Tuesday, February 18, 2025  
Phyllis Luchsinger Callahan Meeting Room**

**Call to Order:** Pete Kaland called the meeting to order at 5:03 p.m.

**Present in Person:** Pete Kaland, Amanda Wakeman, Sue Salter, Trina Reid, Nora Vieau

**Present via Zoom:** Merry Anderson, Jim Schieble, Dana Pike, Deb Haeffner

**Absent:** Shirley Berkley

**Roll Call, Introduction of Visitors Public Input:**

**Approval of the Agenda for January 21, 2025:** Nora moved and Sue seconded a motion to approve the Agenda. Motion carried.

**Approval of Minutes:** Jim moved and Sue seconded a motion to approve the December 2024 Minutes. Motion carried.

**Reports**

**Financial Secretary's Report:** CDAR 1 renews 2/27/25 at 4.97%. Nora moved and Sue seconded a motion to approve Financial Secretary report. Motion carried.

**Bills:** Bills of \$41,718.09 submitted includes \$\$22,460.00 for SCLS 2025 Tech/ILS fee, \$5,810.00 for new countertop, and \$9,199.99 for SCLS Delivery and Overdrive fees. Jim moved and Deb seconded a motion to approve the bills. Motion carried.

**Budget Comparison:** County funding not transferred yet.

**Library Director's Report:**

Youth Programs:

Youth Services Department has developed a strong relationship with Home Again Assisted Living and with the Homeschool group.

Book Dragons Writing Lab meeting monthly.

All programs—Storytime, Music & Motion, Crafternoon, Pokémon, Lego Club and Babies on Blankets—continue to be well-attended.

Adult Programs:

Sissel Schroeder's program on Ancient Aztalan attracted 83 people in person and via Zoom.

Rebecca Hopman's program on the Wisconsin Historical Society Genealogy Collection and Services attracted 31 people.

Upcoming Programs:

City declared March 20 as Fred Dartt Day to coincide with National Frog Day. CPL will celebrate with frog-themed youth programs.

Kristen Hart will host monthly adult craft nights in March.

**Meetings:**

City Community Services Departments continue to meet.

April-Amanda will present a sectional with two other directors at the Wisconsin Association of Public Libraries Conference in Oshkosh. The topic will be starting a Friends of the Library group.

**Building and Grounds:**

We purchased a new outdoor book drop from the Appleton Public Library via an online auction. If purchased new the cost would be \$10,000. Amanda purchased for \$110.00. DPW picked the book drop up in Appleton and installed at CPL. The old book drops will be given to the Wyocena branch of Pardeeville Public Library and a possible CPL book drop in Fall River at Farmers & Merchants Bank

Old, partially functioning water heater was replaced with a new one.

**Library Director's Goals:**

Contacted F&M Bank re: possible book drop, See above Building and Grounds.

Met with new contractor to confirm bathroom remodel. See New Business.

Reviewed and updated Youth Services Coordinator position. See New Business.

Note "Library Statistics" now includes percent changes from 2024 to 2025. Visits and

Items Borrowed up 10.5% and 5.4% respectively; Public Computer Use up 20.8%;

Community Use of Rooms up 32.9%; and, Patrons added up 19%.

**President's Report:** None

**Literacy Council Report:** Merry attended via Zoom monthly Tutor Coordinator meeting. Immigration was dominant issue re: both client retention in programs, employer support, and client privacy/safety.

**Friends of the Library:** Officers elected but still looking for a secretary. Discussed library "wish list" and culling library sale shelf (located at library entrance).

**Correspondence:** None

**Committee Reports:**

Personnel Committee: As noted in January minutes, Director Evaluations are due to Sue or Merry by February 18 Board Meeting. Staff job descriptions will also be reevaluated.

**Trustee Training:** Pete reported on the history of the Annex purchase. This report was for background purposes only for board members unfamiliar with the history of the discussions and questions

Early 1980's-Columbus Historic Landmarks & Preservation Committee (CHLPC) began but did not complete the process of recognizing 251 W. James St. aka the Dering House, now known as the Annex, as a local landmark.

January 7, 2000-Library Board purchased the property at 239 W. James Street from the estate of Molly Swarthout. The building was moved and gift from Dr. James and Lorna Will enabled the CPL to construct a parking lot.

October 17, 2016-City of Columbus “authorized a contribution of \$100,000 by the Library Board toward the purchase of 251 W. James St. CPL was responsible for all other costs above \$100,000. City Council passed by unanimous vote. Library Board obtained an anonymous matching \$100,000 gift. The Library Board president was designated to negotiate the purchase. A title search found clear title with a 10 foot easement with vehicle access to the 239 W. James St. (parking lot) property. There was no indication on the deed that purchased property had landmark status. The Real Estate Condition Report completed by the seller stated they were not aware of the property being a historic building.

July 2019-CHLPC announced it was starting the landmark process over but then cancelled the Preliminary Review hearing by reverting to the original 1980’s action.

July 25, 2019-A letter to the CHLPC in response stated: “The Columbus Public Library with the City of Columbus jointly purchased the home for sale at 251 E. James Street for the purpose of future expansion of the library and to allow entry and egress to the parking lot during the James St. construction slated for the summer of 2017.

“The Library Board opposes the inclusion of the Library Annex as a historic designation, believes that such a designation decreases the value of the property to the Library and is contrary to the agreement between the City of Columbus, Columbus Library Board and with the anonymous donor that the gift would be used for library expansion.

**Unfinished Business:** None

**New Business:**

Approval of 2024 Wisconsin Public Library Annual Report of CPL – Jim Jim moved and Merry seconded a motion to approve the report as prepared. Motion carried.

Approve revisions to Youth Services Coordinator job description – Specifically, the Youth Services Coordinator will be the staff contact person if the Library Director is not available. After discussion, an organization chart would be helpful for both staff and board. Nora moved and Deb seconded a motion to approve the revised job description. Motion carried.

Bathroom remodel quote of \$16,000 submitted by Better Building Standard. To comply with grant this project must move forward. Jim moved and Deb seconded a motion to approve quote. Motion carried.

**Adjourn:** Jim moved and Deb seconded a motion to adjourn. Motion carried. Meeting adjourned at 6:18 p.m.

Next scheduled board meeting – March 18, 2025, at 5:00 p.m. in the Library.

Respectfully submitted,  
Merry Anderson, Secretary

