



LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna

Tuesday, April 28, 2026 at 5:30 PM

Library Board Room In-Person & Zoom Teleconference Hybrid Meeting

1. Call meeting to order
 - a. The meeting was called to order at 5:41p by M.J. Kilgas.
2. Roll call of membership
 - a. Present: J. Vondrcek, C. Fallona, P. Davis, M.J. Kilgas, C. Van Boxtel & J. Van de Hey, D. Tatro
 - b. Excused: J. Lucas, A. Neumeier
 - c. Also present: A. Thiem-Menning, J. Berven
3. Public Participation and Communications
 - a. Director A. Thiem-Menning noted a card was received from the Memory Café participants thanking library staff during National Library Week, with one participant noting it was their favorite event to attend each month.
4. Consent Agenda
 - a. Meeting minutes of Tuesday, March 24, 2026
 - b. Bill Register March 2026
 - i. C. Fallona made a motion to approve the consent agenda, seconded by C. Van Boxtel. Motion carried: all in favor.
5. Action Items
 - a. Job Pod Agreement

- i. Assistant Director, J. Berven gave a brief overview of the job pod.
- ii. D. Tatro made a motion to instruct the Library Director and Board President to sign the job pod agreement form. Seconded by P. Davis. Motion carried: all in favor.

6. Information Items

- a. Directors Report
- b. Assistant Directors Report
 - i. J. Berven noted that the new Adult Services Librarian will begin reports to the Board in the summer.
- c. Youth Services Librarian Report
- d. Communications Coordinator Report
- e. Trustee Topic: Chapter 7
 - i. The topic of the month was library roles.
- f. Statistics
 - i. J. Vondracek made a motion to receive and place the reports on file, seconded by J. Van de Hey. Motion carried; all in favor.

7. Adjournment

- a. C. Fallona made a motion at 6:33p to adjourn, seconded by D. Tatro. Motion carries; all in favor.

Minutes prepared by: A. Thiem-Menning

