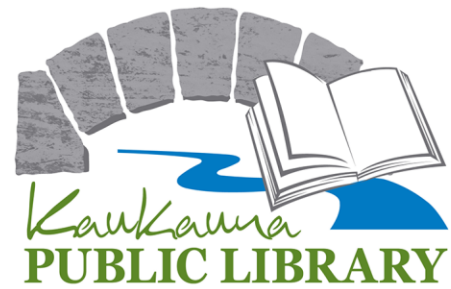


To: Kaukauna Public Library Board of Trustee
From: Library Director Ashley Thiem-Menning
Date: 6/16/2026
Re: Staffing Update



We are happy to welcome Kristen McCormick as our new part-time Library Assistant Materials Processing. Kristen has many years of library experience, most recently, at Neenah Public Library.

We also welcomed back former employee Yenny Rodriquez, who is joining us as an On-Call Library Assistant.

We are also welcoming two new On-Call Library Assistants, Laura Braatz and Heather Buechler. We did have a fourth On-Call offer made, but it was declined due to a schedule change. We may repost in the fall after Polaris is live.

Mid-year reviews have been concluded for the year. James was able to train with me on preparing the reviews, as well as sit through almost all 14 reviews conducted.

The City has also requested our updates to the People and Operational Plan (POP) and submission for position requests by June 30. Pre-meetings will be scheduled for the first two weeks in July, followed by review meetings with the Mayor and leadership group tasked to this in August. The library will be requesting another conversion of part-time to full-time.

