LIBRARY BOARD MEETING MINUTES
City of Kaukauna
Kaukauna Public Library
207 Thilmany Rd STE 200, Kaukauna

Tuesday, September 22, 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 by President Neumeier at 5:31p.
2. Roll call of membership
    a. Present: A. Neumeier, J. Vondracek, C. Fallona, J. Lucas, M.J. Kilgas, P. Davis, D. Tatro, J. Van De Hey
    b. Excused: C. Van Boxtel
    c. Also present: A. Thiem-Menning
3. Public Participation and Communications
    a. None.
4. Consent Agenda
    a. Meeting minutes of Tuesday, August 25, 2026
    b. Bill Register August 2026
        i. C. Fallona made a motion to approve the consent agenda, seconded by J. Vondrecek. Motion carries; all in favor.
5. Action Items
    a. Update 2027 Closures
        i. M.J. Kilgas made a motion to update the 2027 Closures, seconded by C. Fallona. Motion carries; all in favor.
6. Information Items
    a. Directors Report
        i. A. Thiem-Menning noted that she has recently started the grant funded garden maintenance project.
    b. Assistant Directors Report
        i. A. Thiem-Menning noted that the self-checks would be installed on 9/23 at 10:00a.
    c. Adult Services Report
    d. Youth Services Librarian Report
    e. Trustee Topic: Chapter 11
        i. The topic was strategic planning, which the library is currently working on.
    f. Statistics
        i. A. Thiem-Menning noted that there was a drop in circulation for August because of transit being shut down due to migration. This was also very evident in the borrow-loan ratio for the month. It was also noted that in anticipation of migration, lots of data purging occurred.

ii. J. Vondracek made a motion to receive and place the reports on file, seconded by D. Tatro. Motion carries: all in favor.

7. Adjournment
    a. J. Vondracek made a motion to adjourn at 6:20p, seconded by P. Davis. Motion carries; all in favor.

Minutes prepared by: A. Thiem-Menning