Monarch Library System Board of Trustees

Minutes

Kewaskum Town Hall
9019 Kettle Moraine Drive
Kewaskum, WI 53040

September 10, 2026

1. **Call to Order;** Doane called the meeting to order at 6:00 pm. The meeting was properly noticed in accordance with Wisconsin Open Meetings Law.

2. **Roll Call:** Doane, Katzka, Goehring, Bailey, Marose, Neis, Nelson, Olsen, and Klobuchar were present.
   Online: Lamb, Westfall
   Absent: Quinn

3. **Public Comment or Correspondence:** None

4. **Approval of the Agenda for the meeting:**
   a. Grover requested two changes to the agenda.
      i. Since we don't yet have the board reports for August 2026, the approval of the Expenditure Reports for August 2026 should be removed.
      ii. Under the Finance Committee include the item: Approve the 2027-2030 Amended Winnefox Agreement (Action)
      iii. Nelson moved to approve the amended Agenda for September 10, 2026. Marose seconded the motion. Motion carried.

5. **Approval of the Minutes for July 9, 2026:**
   a. Goehring moved to approve the minutes. Motion seconded by Nelson. Motion carried.

6. **Approval of the Expenditures for July and ~~August~~ 2026**
   a. Sprenger moved to approve expenditures of $177,574.29 for July. Goehring seconded the motion. Motion carried.

7. **Monarch Library System Update:**
   a. Grover asked if there were any questions regarding the Monarch System Update as presented in the packet. There were some additions to the items in the report.
   b. Monarch applied for and was granted an accessibility grant for $10,000. A portion of this grant, $7,500, is to be used to subscribe to a service called Pope Tech. They provide instructions and programming to access non-pdf website pages and scan for accessibility errors which can then be corrected and the pages re-uploaded. The rest of the grant will be used to subscribe to Foxit. This service allows the scanning of pdfs, correction of accessibility errors and re-uploading of those pages. These will be provided free of charge to the member libraries.

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c. Monarch and Nicolet systems have applied for a federal grant, the Rural Health Transformation Program, a pilot project. This grant will provide personnel, equipment, programming, and information on health issues to our libraries in 'rural' and 'semi-rural' areas of our counties. The grant has the potential for four years of funding for programs, assistance, and equipment. We should have notice of acceptance in October or November of 2026.
d. We have finally begun receiving assistance from Envisionware to complete our migration to the Clarivate Hosted Cloud. Envisionware provides our E-commerce services.
e. A new 3D Printer and Button Maker have been purchased for our Makerspace collection. As soon as they are cataloged libraries will be able to request them for use in their programs.
f. We have received new hotspots from T-Mobile.
g. Our Rt 3 truck was in an accident on September 3rd. The truck was driven to Penske in Milwaukee the next day for the estimate for repair. We picked up a rental at the same time. There were no injuries as a result of the accident.
h. Benjamin Miller, Wisconsin State Librarian and Beth Tomev, State Library Development Director, were at the Directors Council meeting this morning.

9. **Committee Reports**:
   i. The Executive Committee
      i. Recommendation to assign to the Executive Committee the authority to approve the 2027 System Plan before its submission to DPI. (Action)
         1. Marose moved to assign the Executive Committee the authority to approve the 2027 System Plan before its submission to DPI. Sprenger seconded the motion. Motion passed.
   j. Operations Committee
      i. The Operations Committee met on September 1, 2026.
      ii. They are awaiting bids on the employee handbook consultation.
      iii. This is the 1sd year in the next evaluation period for the system director. Katzka will be sending out the evaluation forms to system staff, board members, and library directors. He will then conduct the processing of the returned evaluations and will report the findings in the next Executive Committee meeting for a recommendation to the next Board of Trustees meeting.
   k. Finance Committee
      i. Sprenger moved to approve the 2027-2030 Amended Winnefox Agreement. Privacy clauses were added to the agreement. Olsen seconded the motion. Motion carried.
      ii. Sprenger moved to approve the 2027 Monarch Budget. Goehring seconded the motion.
         1. There will be a 4% increase in State Aid.
         2. Monarch is asking for a 7% increase from Sheboygan and Ozaukee Counties for the Bookmobile.
         3. We have added Interest Income as a line item in the budget.
         4. A 4% salary raise for staff was approved by the Finance Committee.

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5. A Sick Leave payout contribution to the LGIP investment account has been added this year.
6. There will be an 8.5% increase in Health Insurance premiums.
7. The Office Equipment budget has been increased this year to include re-furnishing the conference room at the system office.
8. There was a 33% increase in commercial insurance costs. This included raising our cybersecurity insurance to $1,000,000, and the purchase of a $1,000,000 umbrella policy to raise our liability insurance limits. We will begin collecting estimates from insurance agencies for coverage in the future in the Spring of 2027
9. The fuel budget was increased by $4,400.
10. Motion passed.

iii. Grover stated there will be a meeting of the Dodge and Washington County directors to discuss their involvement in the Monarch System Advantage Account. A presentation will be made to show what their counties possible contributions could be.

l. Bookmobile Committee
   i. The Bookmobile Committee met and approved of the 2027 Bookmobile Budget.

8. **New Business:**
   a. Grover introduced Marilyn Klobuchar, the new trustee appointed by Dodge County. She has been assigned to the Dodge County Library Planning Committee.

9. **Unfinished Business:** None

10. **Next meeting** will be held on November 12, 2026, at 6:00 pm at the Kewaskum Community Center.

11. **Adjourn -** Marose moved to adjourn with Nelson, seconding the motion. Meeting was adjourned at 6:45 pm

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