

Monarch Library System Board of Trustees

Minutes

Kewaskum Town Hall 9019 Kettle Moraine Drive Kewaskum, WI 53040

November 13, 2025

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, Sprenger, Goehring, Bailey, Lamb, Marose, Neis, Nelson, Olsen, and Strom were present.
Absent: Caine, Quinn, Westfall
Also Present: Grover, Federer, Hoffman, MLS Staff.
3. Public Comment or Correspondence: None
4. Approval of the Agenda for November 13, 2025:

a. Nelson pointed out the next meeting date was incorrect and should be February 12, 2026. Katzka motioned to approve the amended Agenda for November 13, 2025. Marose seconded the motion. Motion carried.

5. Approval of the Minutes for September 11, 2025:

a. Marose motioned to approve the minutes. Motion seconded by Nelson. Motion carried.

6. Approval of Expenditures for August and September 2025:
 1. Sprenger motioned to approve the Expenditure totals for August as \$164,387.14. Goehring seconded the motion. Motion passed.
 2. Sprenger motioned to approve the September Expenditures of \$99,257,51. 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. Finding none the meeting continued.

8. Committee Reports

a. The Executive Committee

- i. Katzka motioned to approve the 2026 Monarch System Plan. Nelson seconded the motion. Motion carried.
- ii. Grover reported we should receive the first payment of our State Aid for 2026 by December 1, 2025.
- iii. Nelson motioned to approve the 2026-2030 Haymarket Third Lease Agreement. Marose seconded. Motion carried.

- iv. Nelson motioned to approve the 2026 Resource Library Agreement. Marose seconded the motion. Motion carried.
- v. Doane asked if there was a need for further discussion regarding Grover's Performance Review. Finding none he stated the Executive Committee agreed Grover's performance this year was outstanding (Discussion held earlier during the Executive Committee closed session).

b. Operations Committee

- i. Katzka reported the Operations Committee did meet in November.

Referring to the motion passed by the full board during the September 12, 2024, meeting (Katzka motioned to approve the Monarch Library System Director's Performance Review to be performed by the Executive Committee. Goehring seconded. Motion passed), he recommended amendments in the Bylaws.

- ii. Marose made a motion to change the following clause in the Bylaws:
 - 1. Remove the clause "evaluate the system director's performance" from the duties of the Operations Committee:
 - a. Review and recommend personnel policies for the library system, salary schedules, annual age adjustments, evaluate the system director's performance, make recommendations on their compensation, and review and recommend job descriptions for library system positions.
 - 2. Add the following clause under the duties of the Executive Committee: "Monarch Library System Director's Performance Review to be performed by the Executive Committee."
 - 3. Make a footnote - A full annual evaluation process for the system Director be completed every three years. An abbreviated evaluation which will include a self-evaluation tool and review of goals will be conducted in the off years. The Executive Committee will conduct the review.

Goehring seconded the motion. Motion carried.

- iii. Marose motioned to accept the 2026 slate of officers as presented:

- 1. Tom Doane - President
- 2. John Katzka - Vice President
- 3. Wendy Sprenger - Treasurer
- 4. Bill Goehring - Bookmobile Chairman

Nelson seconded the motion. Motion carried.

- c. Finance Committee did not meet.
- d. Bookmobile Committee did not meet.

9. New Business:

a. The 2026-2030 Ozaukee-Sheboygan Joint Library Agreement was adopted by the committee at their meeting November 5, 2025.

i. The agreement will be presented to the Ozaukee and Sheboygan County Boards at their meetings in early December.

ii. The agreement includes provisions for funding Ozaukee and Sheboygan non-librariied digital use. At this time, we estimate \$75,000 to \$80,000 would be provided for the System's OverDrive Advantage account.

iii. In the future the counties of Dodge and Washington will be approached to also provide funds for non-librariied patrons digital use in their counties. Grover sits on the Dodge County Planning Committee and will present the subject to them.

b. A discussion was held regarding the duration of Board meetings. It was generally felt explanations of items in the System Report should be given if there are specific questions from the board members.

i. The Connect & Share site is currently undergoing a re-design and will include the entire packet. The minutes will be labeled "Draft" until they have been approved by the board.

10. Unfinished Business - None

11. Next meeting will be held on February 12, 2026, at 6:00 pm at the Kewaskum Community Center.

12. Adjourn - Sprenger motioned to adjourn with Lamb, seconding the motion. Meeting was adjourned at 6:44 pm