PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

THURSDAY, JULY 09, 2026 AT 5:30 PM

1. CALL TO ORDER / ROLL CALL

Charity Chandler	P	Rita Haase	P	Tom Kohls	P
Chris Koppes	V	Andi Merfeld	P	Emily Lessner	P
Dave Morstad	P	Beth Mueller	P	Sarah Oudenhoven	A
Lois Oetken	P				

Also present: Watertown Public Library Staff: Tina Peerenboom, Jaime Hernandez, Cari Gunderson

2. CITIZENS TO BE HEARD

Ben Adams, N7980 Cty Rd X, Watertown

Jon Kaddash, 204 W. Main St., Watertown

Cari Gunderson, 215 N. Montgomery St., Watertown

3. NEW BUSINESS

A. Review and take action: Resolution #2026-9 Honoring Peg Checkai

Motion made by Chandler to approve Resolution #2026-9 Honoring Peg Checkai. Seconded by Mueller. Approved.

B. Review and take action: Election of Library Board Officers and Committees

P&P:
- Beth Mueller
- Dave Morstad
- Lois Oetken

Building and Grounds:
- Emily Lessner
- Rita Haase
- Sarah Oudenhoven

Finance:
- Tom Kohls
- Chris Koppes
- Charity Chandler

Motion made by Chandler to agenda finalizing committees choices to August meeting. Morstad seconded. Approved.

Amendment made by Koppes to keep committees and officer elections as they stand until next meeting. Morstad seconded. Approved.

Motion made by Koppes to hold off on officer elections until next meeting. Haase seconded. Approved.

C. Review and take action: Senior Library Assistant (Cataloging) vacancy

Motion made by Mueller to fill Senior library assistant position. Chandler seconded. Approved.

D. Review and take possible action: Employee Parking Spaces

- Discussed request to City to change parking lot hours in lot adjacent to building.
    - Building and Grounds to look into it and will present to Board at next meeting.

E. Review: Preliminary Budget Figures for 2027

- Hernandez shared levels of county support.

4. UNFINISHED BUSINESS

A. Peg's Recognition from Board

- Checkai requested a small plaque in Carnegie room, located on the original brick on the wall
- Tabled until next month

B. Discuss and take possible action: Convergent Solutions Bill

- Haase will extend invitation to Mark Stevens and IT staff, City of Watertown, to discuss at next board meeting.IT staff

C. Convene into closed session per Wis. Stat. s. 19.85(1)(c) for the purpose of considering employment of any public employee over which the governmental body has jurisdiction or exercises responsibility (discussion of library director candidate interviews and direction for job offer, including step/grade).

Motion made by Morstad to move into closed session. Haase seconded. Approved.

D. Reconvene into open session

Motion made by Merfeld to reconvene into open session. Oetken seconded. Approved.

E. Review and take action: Discussion and action regarding extending an employment offer for the position of Library Director

Motion made by Merfeld to extend an offer of employment for the position of LIbrary Director. Morstad seconded. Approved.

Amendment made by Koppes to extend an offer of employment to the Library Director candidate at the salary step and grade recommended by the City's Human Resources Department. Motion approved.

Roll Call Vote

Charity Chandler	Y	Rita Haase	N	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	Y	Emily Lessner	AB
Dave Morstad	Y	Beth Mueller	N	~~Sarah Oudenhoven~~	
Lois Oetken	Y				

5. DIRECTOR'S REPORT

A. Review: Monthly highlights, budget figures and statistics

- Hernandez gave updates, including
    - The Vietnam Wall coordinators are collecting memorabilia and letters left at the wall and have requested the Library's partnership in archiving the items. The Library will partner with the coordinators on the archiving project.

6. PRESIDENT'S REPORT - NONE

7. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

A. July 2026 Bills

B. Unplanned Expenses as of 7/1/26

C. Minutes from June 11, 2026

D. Minutes from June 22, 2026

Merfeld to correct meeting minutes for June 11, 3B. Correction of will to with.

Motion made by Morstad to approve meeting minutes as corrected. Mueller seconded. Approved.

Charity Chandler	Y	Rita Haase	Y	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	Y	Emily Lessner	A
Dave Morstad	Y	Beth Mueller	Y	~~Sarah Oudenhoven~~	
Lois Oetken	Y				

8. ADJOURNMENT

Motion made by Morstad to adjourn at 6:49. Merfeld seconded. Approved.

These meeting minutes are uncorrected and stand as such until approved at the next Board of Trustees Meeting to be held on Thursday, August 13 , 5:30pm.

Respectfully submitted,

Andi Merfeld, Secretary