



PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AGENDA

THURSDAY, JUNE 11, 2026 AT 5:30 PM

100 S. WATER ST., WATERTOWN, WI 53094 - 2ND FLOOR CONFERENCE ROOM

1. CALL TO ORDER / ROLL CALL

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

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

2. CITIZENS TO BE HEARD - NONE

3. NEW BUSINESS

A. Discuss and take action: Request to review Facilities Maintenance Manager Position

Motion made by Koppes to review Facilities Maintenance Manager pay. Seconded by Merfeld. Approved.

Roll call Vote:

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

B. Discuss and take action: Strategic Plan presentation to City Council

- Mueller will help Hernandez will presentations to City Council as needed.
- Hernandez will get strategic plan presentation put on council agenda.

C. Discuss and take possible action: Recognition of Peg's years of service to the library

- Checkai's last day: July 6thThe Board
- Board would like to hang a plaque in an entry way of the library. Koppes will do first draft of text and circulate to Board
- Chandler will purchase card and gift
- Hernandez will make a resolution for next meeting

D. Convene into closed session per "Wis.Stat. S. 19.85(1)(c) closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public

employee over which the governmental body has jurisdiction or exercises responsibility (CG)

Motion made by Morstad to move into closed session. Mueller seconded. Motion approved.

E. Reconvene into open session

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

4. UNFINISHED BUSINESS

A. Convene into closed session per “Wis.Stat. S. 19.85(1)(c) closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (update on first round of candidate interviews and presentation of finalists)

Motion made by Mueller to move into closed session. Merfeld seconded. Approved.

B. Reconvene into open session

Motion made by Koppes to move into open session. Mueller seconded. Approved.

C. Review and take possible action: Approval of final interview candidates and interview schedule

Motion made by Koppes for executive search committee to schedule a final interview candidates for Director. Morstad seconded. Approved.

5. DIRECTOR'S REPORT

A. Review: Monthly highlights, budget figures and statistics

- Hernandez shared update.

6. PRESIDENT'S REPORT - NONE

7. PERSONNEL AND POLICY

A. Resolution #2026-8 Library Page

Motion made by Chandler to approve resolution #2026-8 Library Page. Morstad seconded. Approved.

Roll call vote:

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

8. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

- Minutes from May 14, 2026
- Minutes from May 28, 2026
- June 2026 Bills
- Unplanned Expenses as of May 29, 2026

Motion made by Koppes to approve Consent agenda items, with the exception of the conversion bill which is outstanding. Kohls seconded. Approved..

9. ADJOURNMENT

A. Next meeting date: July 9, 2026

Motion made by Koppes to adjourn. Haase 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

MEMO

(Library)

To: Library Board of Trustees

From: Jamie Hernandez – Interim Library Director

Date: 5/28/26

Subject: Request to review Facilities Maintenance Manager Position

Background

All maintenance positions within the City were reviewed within the last couple years. All Facilities Maintenance Manager positions were listed as a 120A. However, City Hall recently posted the position as starting at a 130A (about a \$4/hour difference). We were told by HR that if we wanted to bump our Facilities Maintenance Manager up in pay we would need to review the position.

Budget Goal

N/A

Financial Impact

This will have a financial impact on our salaries and benefits line.

Recommendation

In order to retain good employees, we need to offer competitive pay (even with other City departments). The Board should approve reviewing this position.

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MEMO

(Library)

To: Library Board of Trustees

From: Jamie Hernandez – Interim Library Director

Date: 5/28/26

Subject: Strategic Plan presentation to City Council

Background

Now that our Strategic Plan has been approved by the Board, it should be presented to City Council.

Budget Goal

N/A

Financial Impact

N/A

Recommendation

The Board should decide on who will do the presentation.



MEMO

(Library)

To: Library Board of Trustees

From: Jamie Hernandez – Interim Library Director

Date: 5/29/26

Subject: Recognition of Peg's years of service to the library

Background

Charity requested this be added to this month's agenda. "How does the board plan to recognize Peg, her years of service, her dedication to the space and how she will be appreciated and remembered?"

Budget Goal

N/A

Financial Impact

N/A

Recommendation

Board's decision

MONTHLY BUDGET 202⁶

Annual
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Budget

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750,000 is to be contributed by City into 11-48-12-30

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Descriptioⁿ

SALARIES & BENEFIT^S

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Dental (11-58-12-38)

LIBRARY EXPENSES - Fund 1¹

AMSO Allocation (11-58-12-17)

AMSO Allocation

Supplies & Programs (11-58-12-18)

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Teen Summer Library Challenge^e

Maintenance Contracts (11-58-12-19)

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Software and Subscription^S

Building Repairs & Supplies (11-58-12-20)

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Descriptioⁿ

Repairs & Expens^e

Property Insurance (11-58-12-21)

Property Insuranc^e

Dues & Fees (11-58-12-22)

Dues, Fees, ETC-

Continuing Education (11-58-12-23)

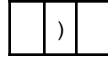
Continuing Education

Travel (11-58-12-24)

Travel

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Telephone (11-58-12-32)

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*****Plus up to \$55,000 additional funds to be spent from Fund 20.*****

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Descriptioⁿ

Café Charges (11-58-12-43)

Café Charge^s

Databases (11-58-12-44)

B R I D G E S - D a t a b a s e s	M o v i n g L i c e n s e	N e w s p a p e r s	O v e r d r i v e n t s	O v e r r i v e n t s (G r a n t f r o m B r i d g e s f o r \$ 3 , 5 7 9)	T u m b l e B o o k s I n c .
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Technology (11-58-12-45)

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Technology

Library Materials (11-58-12-46)

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Young Adult Books^S

Periodicals (11-58-12-47)

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Descriptioⁿ

AV Materials (11-58-12-48)

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Lucky Day

Donation Purchases (11-58-12-50)

Purchase from Donation

TOTAL LIBRARY EXPENSES

REVENUE - FUND 11

Fines (11-48-12-10)

Salary Reserve

Subtotal Salary Reserve

2026 YTD Balance Reserved for Donation
Section 5, Item A.

2026 STATISTICS JAN FEB MAR APR MA															
ATTENDANCE 13,966 14,770 16,755 16,425 14,524															
ATTENDANCE 2025 12,754 12,868 15,592 15,618 12,997 17,095 17,544 15,249 13,4															
Percent changed 10% 15% 7% 5															
Days open 2026 30 28 30 29 30 30 30 31 29 30 29 29 Days open 2025 30 28 30 29 30 30 30 31 29 30 27 29															
Daily average 2026 466 528 559 566 484 0 0 0 0 0 0 Daily average 2025 425 416 420 418 371 475 531 500 416															
Highest attendance day 2026 614 793 1,237 1,822 1,159															
Highest attendance day 2025 603 945 1,149 1,887 867 956 901 740 660 8															
Lowest attendance day 2026 221 231 194 235 174															
Lowest attendance day 2025 212 169 213 211 145 161 214 179 207 19															
REF QUESTIONS 2026 705 800 718 728 717															
REF QUESTIONS 2025 1,055 819 736 678 778 714 734 878 778 818															
INTERNET 2026 501 484 544 474 460															
INTERNET 2025 574 505 573 570 552 517 562 679 665 583 514															
MEETING ROOM 2026 136 175 166 156 122															
MEETING ROOM 2025 169 177 165 169 193 157 140 152 160 169 1															

REFERENCE, CIRCULATION STATISTICS 2

JAN FEB MAR APR MAY JUN JUL

REFERENCE 449 494 402 443 443

REFERENCE 2025 706 495 434 378 422 348 342 540 479 501 445 400

Tutor Sessions 143 173 137 134 154

Tutor Sessions 2025 189 120 148 164 152 153 130 202 181 171 129 136

Microfilm 8 3 4 8 7

Microfilm 2025 6 6 5 4 5 10 14 15 9 2 2 5

Computer/Tablet 478 468 514 461 453

Computer/Tablet 2025 554 482 546 550 524 494 541 666 654 581 496 469

Typewriter 0 0 0 0 0

Typewriter 2025 0 0 0 0 0 0 0 0 0 0 0 0

Proctor Exams 0 1 3 4 2

Proctor Exams 2025 0 1 0 0 3 7 0 3 2 2 0 0

Wireless 4612 4811 4623 3918 3908

Wireless 2025 4751 4655 5053 5247 5705 5451 5589 5372 5215 5678 4849 4436

Adult Programs 16 20 17 23 19

Adult Programs 2025 24 15 20 20 16 18 18 18 22 20 21 17

Program Att. 88 146 121 179 94

Program Att. 2025 120 110 174 133 75 126 136 115 109 104 124 89

Passive Programs 1 0 1 1 0

Passive Programs 2025 8 8 5 6 6 0 0 2 0 1 0 1

Passive Att. 67 0 99 15 24

Passive Att. 2025 59 39 30 40 60 0 0 177 0 17 0 16

Outreach Events 1 1 3 1 0

Outreach Events 2025 1 20 1 2 2 1 1 1 1 1 1 1

Outreach Att. 13 14 194 17 19

Outreach Att. 2025 15 130 14 35 83 15 18 15 13 12 15 13

Mobile Print Users 143 101 113 98 126

Mobile Print Users 2025 117 89 102 107 87 91 185 111 141 111 77 101

Mobile Print Pages 655 925 769 806 927

Mobile Print Pages 2025 541 710 593 460 441 336 669 866 646 946 577 428

OCTOBER OCT 2025	14	600	11	158	2	92	1	231	7	277	7	131
NOVEMBER NOV 2025	8	340	9	176	2	103	1	5	5	239	8	136
DECEMBER DEC 2025	9	314	3	153	0	0	0	0	4	38	8	150
TOTALS	55	215 1	48	773	13	505	5	474	29	1028	46	2491
TOTAL 2025	117	4313	126	3898	16	493	10	983	62	2599	79	3195

31

Young Adult Statistics - 2026

Month	YA Active		YA Passive & N/A		YA SRP	YA WRP
	# Prog. Attend.		#Prog. Atten.			
January	5	6	2	85		n/a
January 2025	4	33	7	529		n/a
February	2	4	2	33		85
February 2025	6	16	8	277		81
March	3	18	0	0		
March 2025	10	72	4	122		
April	3	15	5	93		
April 2025	6	10	1	6		
May	3	8	6	71	n/a	
May 2025	2	4	0	0	n/a	
June	6	182	0	0	n/a	
June 2025					n/a	
July	5	73	2	93	318	
July 2025						

August August 2025	3	16	8	124		
September September 2025	3	12	2	40		
October October 2025	3	7	2	193		
November November 2025	3	5	3	52		
December December 2025	2	13	2	37		
TOTALS	16	51	15	282	0	85
TOTALS 2025	53	443	39	1473	318	81

Section 5, Item A.32

WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES
DIRECTOR'S REPORT
For June 2026

Libby: Audio, Ebook & Magazine Checkouts		
	2025	2026
January	3,974	4,850
February	3,671	4,120
March	3,976	4,691
April	3,986	4,375
May	3,937	4,505
June	4,669	
July	4,930	
August	4,022	
September	4,051	
October	4,074	
November	4,144	
December	4,184	
Total	48,391	

Physical Circulation for May	20,579
May Libby May Libby Mags	4,505 553
2026 Monthly Total 2025 May Total	25,637 27,066

New Cards	107
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Section 5, Item A.33

Interim Library Director/Head of Adult Services Notes:

Peg and I met with the new Park and Rec Director, Ryan Schmidt. We knew that P&R had been given a copy of a key to the library, but it was discovered during this meeting that the key has been copied at least three times by previous P&R staff and we do not know where the original is.

We have been working with Jody Purtell on a new marketing campaign to draw attention to the library and our services. Jody is designing window wraps to put in several of our large windows that will be very visible from the street and the town square. She has been sending mock ups for Peg and I to look at. If we have any selected by the board meeting I will make sure to bring them. Jody is donating her time for this project, and we will be paying for the wraps and installation with a grant from Bridges.

Bridges has organized another program to encourage patrons to visit all the libraries in the system. This year's program is called "Tracks in the Stacks: A Bigfoot Hunt" and runs June 1-August 21. We're looking forward to another summer of welcoming patrons who don't usually use our library.

A heads up to the board that I will be on vacation the week of the August board meeting.

The emergency phone in our lift is operational again. This was part of the issue when our POTS lines were cut. We are now operating how we were before that occurred, with the exception of not being able to send faxes.

Shout out to Tina for completing all of her school visits to promote the Summer Library Challenge. Summer is a busy time for everyone who works at the library as the number of visitors, programs, check outs and returns increase, but Tina has the most amount of prep work. She does a great job.

I sent an email to the board about Trustee Training Week, which is August 10-13 this year. Each webinar is from noon-1 pm and recorded if you're not available to attend live. I hope you are able to attend at least one of these sessions.

Our new page, Kelcy LePlavy, started last week. It will be great to be up to full staff in the page department as we start to get more returns as summer progresses.

We left the Main Street doors open late for the first summer concert at the Towne Square on May 30. It appears everything ran smoothly.

- Jamie (MLIS)

Children's Department Notes:

May was an incredibly busy month (as per usual) for me and the Children's Department! I wrapped up spring Little U Storytime's with a visit from the Watertown Streets Department for a Touch a Truck Storytime! The kids absolutely loved it and I think the Streets crew enjoyed all

the attention as well. I scheduled and completed all of my school visits today to get kids excited about the Summer Library Challenge. I saw all of the kids at each of the public elementary schools 4K-5th and all of the kids 4K-8th at TSL, Calvary, Lebanon Lutheran, St. Therese, St. Paul's Ixonia, St. John's, Good Shepherd and St.

Mark's (dropped off materials) as well as Gingerbread and Head Start classes. It's a lot of schedule coordination and running around but a lot of fun to get the kids hyped up for the SLC! We officially kicked off the SLC on June 1st and we're ready for the whirlwind that all things summer bring our way!

-Tina (MLIS)

Teen Department Notes:

This month, we continued Steer the Story, where teens vote on how they want the story to go and we set out a new chapter each week. Participation has fluctuated a bit, but we're keeping it going steadily. We also opened up a new passive program – “The Dictionary Game,” where teens learn a new word to earn a piece of candy. We had our last Homeschool Tuesday of the year and played board games, parachute games, hula hoop rock paper scissors, and more! Teens also had the chance to make their own squishy fidgets out of memory foam and puffy paint, which was a blast. We are gearing up for the Summer Library Challenge and our weekly programs for teens in June and July. We have a lot planned that we think they will enjoy! Registration has already opened for our lock ins, and teens are signing up fast!

-Kaitlyn & Tina, MLIS

Circulation Department Notes:

Summer weather has arrived!

Patrons really enjoyed the decorated duck display. Xander did an excellent job creating a display for them. He set them on blue material that looked like water. It drew a lot of interest from all ages.

Sue created a display of books with sprayed edges books that are so pretty, interesting to look at, and just may be someone's next great read!

The tiny art contest entries are on display on the lower level, it is so amazing what patrons come up with to decorate them. The talent of patrons is amazing! One entry is actually completely crocheted!

A dictionary has been placed in the teen room, teens look up a word and then visit the circulation desk to tell us the word's description for a tiny prize. Kaitlyn created this neat passive program to give us the opportunity to have positive interactions! It has been very successful!

- Cari

Watertown Public Library Board of Trustees
Resolution #2026-8
Library Page II

Be it resolved by the Watertown Public Library Board of Trustees, that Kelcy LePlavy be employed as a Library Page II at the rate of \$11.28 per hour effective May 27, 2026. This position does not include benefits.

Action Taken:

Section 7, Item A.36

PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

THURSDAY, MAY 14, 2026 AT 5:30 PM

1. CALL TO ORDER / ROLL CALL – Meeting called to order at 5:30 p.m.

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

Also present: John Katsch, Danielle Bailey, Robert Stocks, Sarah Stocks 2. CITIZENS

TO BE HEARD – N/A

3. NEW BUSINESS

A. Review and take action: Resolution 2026-7 Promotion of Jamie Hernandez to Interim Library Director

Discussion: Beth stated she was surprised. Her understanding was we had accepted Jamie as interim director, but that the 4/9 date would be more training focused and not an official start date until Peg left. She stated we experienced a significant budget cut and now we're paying two directors for 2 ½ months. Tom/Chris said increased pay was to reflect increased responsibility. No action taken as decision was made at last meeting.

B. Review and possible approval: Strategic Plan

Rita mentioned on page 7 that the number 222 seemed low for a response rate for the community survey. WILS shared with us that 222 was a very good response rate and there was confidence with that number of responses. Discussion took place about questions for director interview that involves the strategic plan, as well as it making sense to have Lisa (Watertown City HR) share the strategic plan with the interview candidates. Tom asked how we'd increase the visibility of the finished plan. Sarah asked if there were any concerns/opportunities. Jamie mentioned there's a spot on the website to share it. We need to share with the City Council as well. Does it make sense for Rita to share as our City Council representative? The team shared that there was a meeting of the department heads and Danielle to select 3 – 4 action items for year 1, then 3 – 4 for year 2, etc. There are two staff inservices each year where they can touch base/update regarding the plan and we're looking to have a regular support cadence between the team and the board. Staff leadership has reviewed the plan

together.

Motion to approve strategic plan as presented: Koppes, Seconded by Oudenhoven. 37

Section 8, Item A.

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

Motion passed.

C. Review: Mayor Stock's request that Library pay back Park & Rec for damage at Brandt-Quirk Park

Jamie reviewed the historical context. Mayor Stocks, Peg, and Tod met. Library is not responsible. Tod and/or Tina will contact Parks Staff when heading out to the Storybook Trail. It is a private vehicle, not a city vehicle, used for changeovers.

D. Discuss and take possible action: Donation from Joan Hinze

Joan donated \$40,000 for Children's Department. Teams have been discussing with Joan to see how to utilize the funds. Discussions included funding transportation for elementary school field trips to the library, summer learning prizes, and help fund bigger name performers outside of summer. Joan wants a plaque in the children's room. Chris asked if this is a restricted gift for a specific purpose and ensuring we have something from the donor in writing. Beth will write thank yous from the board. Jamie will share Joan's mailing address.

E. Discuss: Maintenance of grass on boulevard along Water St.

We referenced the map provided in the packet that the area marked with red boundaries Tod mows. The black outlined areas are up for discussion. The previous mayor wanted grass here. Jamie reviewed code and didn't see who is in charge of terrace. Jamie proposed concrete, as it often becomes muddy due to people walking through it. It is city library, not library property. It was clarified that we are not being charged for snow removal. Chris mentioned being agreeable to the good neighbor approach. Sarah discussed reciprocity. There was a to-do of emailing the city to ask about extra brick availability from Bentzin town square and how that could be a topic for the Building & Grounds committee.

4. UNFINISHED BUSINESS

A. Review: Progress of Library Director search

Charity shared an update regarding the partnership with Lisa Schwartz (city HR), the timeline for the process (position posting closes May 17, applications will be reviewed and candidate screenings would take place May 18 – 22), as well as next steps for the meeting on May 28 where the subcommittee would review the interview panel composition, the candidates who will be invite for first interviews, the questions

for first and second interviews, and a scoring rubric to be used to evaluate candidate responses. Tom asked where it was advertised – the 27 locations available to the city, including the city website, UW Madison and UW Milwaukee alumni boards for MLS programs, as well as the Wisconsin Library Association and WisPubLib.

B. Update: New website

Jamie shared that she updated some of the reported outdated links and got positive feedback that the site is easy to use. She also hasn't received a significant amount of feedback, which she takes as a good sign, as we'd be more likely to hear from our patrons if things weren't working well.

5. DIRECTOR'S REPORT

A. Review: Monthly highlights, budget figures and statistics

Jamie referenced the Director's report in the packet and added that yesterday they passed fire inspection. Alarm covers were recommended for the fire alarms in the Children's space. Also, today city IT/Elevator/Fire were there to fix the phone in the elevator and it's back to functional. Carrie/Jamie interviewed a couple of page candidates. The summer learning program is forthcoming. First school visit took place yesterday, six tomorrow. Big prizes for summer learning. The summer library challenge was funded by Friends of the Public Library and the Quirk Foundation. The library will send thank yous and Beth will write thank yous on behalf of the board.

6. PRESIDENT'S REPORT

A. Review: Contacts and conversations in official capacity

No communications this past month

7. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

A. May 2026 Bills

B. Unplanned Expenses as of May 1, 2026

C. Review and take action: Minutes from April 9, 2026

D. Review and take action: Minutes from April 20, 2026.

Motion to approve consent agenda as presented: Koppes, Seconded by Kohls.

Charity Chandler	Y	Rita Haase	Y	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	A	Emily Lessner	A

Dave Morstad	A	Beth Mueller	Y	Sarah Oudenhoven	Y
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Motion passed.

8. ADJOURNMENT

Motion to adjourn: Haase, Seconded by Mueller. Motion carries by voice vote. Meeting adjourned at 6:21 p.m.

Next Meeting Date: Thursday June 11, 2026

WPL Director Search Committee Minutes – 5/28/2026

1. Call to Order – Roll Call – 5:01 PM

Chandler	P	Morstad	P
Merfeld	P	Mueller	P

2. Public Comment – None

3. New Business

- a. Moved to closed session
- b. Subcommittee discussed the composition of the interview panel for the first round of interviews, the first interview candidates, first interview and second interview questions and a candidate evaluation rubric.
- c. Moved to open session.
 - i. Voice vote – approval of interview subcommittee panel
 - ii. Voice vote – approval of first interview candidates
 - iii. Voice vote – approval of first interview questions
 - iv. Elected to move discussion for final interviews to the next meeting
 - v. Voice vote – approval of candidate scoring rubric
 - vi. Subcommittee chair will share candidates with City of Watertown HR to schedule the interviews.

4. Adjournment – 6:48 p.m.

2026 JUN BILLS LIST

Section 8, Item C.

INVOICE# VENDOR ACCT# ACCOUNT CLASSIFICATION AMT Notes CHECK# I562849 GFC Leasing 11-58-12-18 Copier

Lease 265.37

IN1562813 6	Gordon Flesch	11-58-12-1 8	Copier Usage	166.12			
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		11-58-12-4 6				
535041	Playaway	11-58-12-4 8	Child Audio: remainder of Core Quest sets	2,658.02		
46302	Wepeco Printing		SLC: Adult bingo cards	133.49		
46312	Wepeco Printing		SLC: Children's brochures	53.72		
535041	Playaway	11-58-12-5 0	Various grants: 2 Core Quest sets w/accessories	2,751.90		
		11-58-12-5 0				
		20-58-12-				

		60				
			TOTAL	6,028.62	Fund 11	
				0.00	Fund 20	
					2 Grand total	
FUND 11 EXPENSES						
	11-58-12-18		9 Office & Library Supplies			
	11-58-12-19		0 Maintenance Contracts			
	11-58-12-20		0 Building Repairs & Supplies			
	11-58-12-24		0 Travel Expense			
	11-58-12-31		0 Water			
	11-58-12-44		0 Databases			
	11-58-12-45		0 Technology			
	11-58-12-46		0 Library Materials			
	11-58-12-48		2 AV Materials			
	11-58-12-50	2,939.11	Purchase from Donation			
		6,028.62				
FUND 20 EXPENSES						
	20-58-12-60		0 Capital Outlay			
		0.00				

UNPLANNED EXPENSES IMPACTING 2026 BUDGET

VENDOR EXPENSE AMOUNT BILLED TO JAN Envisionware Replace RFID pad at Reference desk 385.58 Technology
FEB United Systems Associates Troubleshoot and service speed pot on fan 200.00 Building repairs **APR** Schindler
Elevator Corp Troubleshoot and repair elevator phone 1,066.60 Building repairs
MAY Richter Heating & Air Cond. Repair loose connection - RTU 3 265.86 Building repairs Richter Heating & Air Cond.
Parts for water heater 258.98 Building repairs WiLS Strategic Plan - final invoice 14,931.00 Marketing DME Elevators &
Lifts Service call - Lift 405.00 Building repairs

YTD TOTAL: 17,513.02

Pending / unsettled invoices:

*Convergent Solutions Labor when switching/disconnecting POTS lines 1,194.75 Telephone DME Elevators & Lifts
Cost of reconnecting emergency phone line in lift 585.00 Building Repairs*