THE CITY OF WATERTOWN

PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

THURSDAY, AUGUST 14, 2025 AT 5:30 PM

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

CALL TO ORDER / ROLL CALL

Jarred Burke	P	Charity Chandler	V	Kerry Kneser	A	Tom Kohls	P
Andi Merfeld	P	Beth Mueller	P	Sarah Oudenhoven	P	Erin O'Neill	A
Bob Wetzel	P						

Also Present: Cari Gunderson, WPL

1. **REVIEW CORRESPONDENCE**

   Checkai reviewed correspondence.

2. **CITIZENS TO BE HEARD**

   Danielle Bailey, Watertown Public Library staff, voiced concerns over police department use of cameras in the library.

3. **APPEARANCES**

   Stephanie Curtis, Watertown Family Connections, spoke to the Board regarding the center's Wiggles and Giggles and the move of the program to the Library's Community Room.

4. **NEW BUSINESS**
   a. Review and discuss: Investment of library fund balance and LGIP funds
      i. Checkai shared Mark Stevens's recommendations for investing library donations and other monetary giving.
      ii. Finance Committee will meet with Stevens again on the 27th for further discussion.
   b. Review and take action: MOU between WPL and Friends of the Library

   Burke made motion to approve the MOU between WPL and the Friends of the LIbrary. Kohls seconded.
   Rollcall Vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	X	Tom Kohls	Y
Andi Merfeld	Y	Beth Mueller	Y	Sarah Oudenhoven	Y	Erin O'Neill	X
Bob Wetzel	Y						

5. **UNFINISHED BUSINESS**
   a. Review: 2026 proposed budget
      i. Checkai shared updates.
      ii. All budgeted salary increases remain viable.
   b. Review and take action: WILS Strategic Planning Proposal

Burke made motion to approve plan not to exceed $20,000. Oudenhoven seconded.
Rollcall Vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	X	Tom Kohls	Y
Andi Merfeld	Y	Beth Mueller	Y	Sarah Oudenhoven	Y	Erin O'Neill	X
Bob Wetzel	Y						

6. DIRECTOR'S REPORT

Reviewed information provided in pre-meeting packet

a. July Director's Report
b. Review: Library Monthly Budget Report
c. Review: Monthly Unplanned Expenses
d. Review: July statistics

7. TRUSTEE'S REPORT

a. Future agenda items:
    i. Develop facilities plan
    ii. Visioning for library needs and funding opportunities

8. PRESIDENT'S REPORT

a. Oudenhoven shared communications outside of the Board.

9. PERSONNEL AND POLICY

a. NONE

10. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

a. Library Board Minutes from July 10, 2025
b. August Bills

Kohls made motion to approve Consent Agenda Items. Wetzel seconded.
Rollcall Vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	A	Tom Kohls	Y
Andi Merfeld	Y	Beth Mueller	Y	Sarah Oudenhoven	Y	Erin O'Neill	X
Bob Wetzel	Y						

11. ADJOURNMENT

Merfeld made motion to adjourn meeting at 6:54pm. Kohls seconded. Approved.

Next Meeting: September 11, 2025

These meeting minutes are uncorrected and stand as such until approved at the next Board of Trustees Meeting to be held on Thursday, September 11, 2025, 5:30pm.

Respectfully submitted,
Andi Merfeld, Secretary