



## Library Board of Trustees

Whitewater Public Library, Meeting Room  
2 431 West Center St., Whitewater, WI,  
53190

\*In Person and Virtual

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**Monday, December 15, 2025- 6:30 PM**

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Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.

Citizen participation is welcome during topic discussion periods.

Please click the link below to join the webinar:

***Join Zoom Meeting:***

<https://us02web.zoom.us/j/82207120174?pwd=4C7sbktQhBHg7pbRC34mUUUNeNa0qv.>

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**Meeting ID:** 822 0712 0174

**Passcode:** 4gcinkcJ

**Telephone:** +1 (312) 626-6799 US (Chicago)

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum.

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## MINUTES

**CALL TO ORDER** at 6:32pm

### ROLL CALL

Present: Tara Mackenzie-Peotter, Steven Seyun, and Doug Andersen

Not Present: Kathy Retzky, Camden Harlan, and Elizabeth Miller

Staff: Diane Jaroch and Sarah French

### APPROVAL OF AGENDA

*A Board member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Board to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.*

Motion by Doug Anderson, seconded by Steven Seyun, to move agenda items 7-9 before item 6.  
Unanimously approved.

## CONSENT AGENDA

*Items on the Consent Agenda will be approved together unless any Board member requests that an item be removed for individual consideration.*

1. Approval of the minutes of the November 17, 2025 meeting
2. Approval of Payment of Invoices for November 2025
3. Acknowledgement of Receipt of November 2025 Statistical report
4. Acknowledgement of Receipt of Financial reports
5. Acknowledgement of Receipt of November 2025 Treasurer's reports

Motion to approve consent agenda by Tara Mackenzie-Peotter, seconded by Doug Anderson. Unanimously approved.

## HEARING OF CITIZEN COMMENTS

*No formal Board action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Board discusses that particular item.*

***To make a comment during this period, or any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

## OLD BUSINESS

6. Library Building Project general update and tour of the new building
- Diane provided a tour of the new building

## NEW BUSINESS

7. Approval of the 2026 Jefferson County Contract for Library Services
- Diane explained that the contract amount from Jefferson County changed very little since last year.

Motion to approve signing the Jefferson County Contract for Library service by Steven Seyun, seconded by Tara Mackenzie-Peotter. Unanimously approved.

8. Approval of 2026 holiday closings
- All closings coincide with Whitewater City holiday closings.

Motion to approve 2026 Holiday Closings by Doug Anderson, seconded by Steven Seyun. Unanimously approved.

9. Review and possible approval of the Makerspace Policy
- Steven asked why sign-in/sign-outs were not going to be collected. Sarah explained that the Makerspace with a counter installed on the door to document usage.

10. Library Director review
- Tara volunteered to be on the Library Director Review committee. The committee will meet virtually before the end of the year to start the director review process.

## **CONSIDERATIONS / DISCUSSIONS / REPORTS**

11. Library Director's report
12. Assistant Director's report
13. Youth Educational Services report
14. Programming & Makerspace report
15. Bridges Library System Staff reports
16. Board reports

## **FUTURE AGENDA ITEMS**

**CONFIRMATION OF NEXT MEETING - Wednesday, January 21st at 6:30pm**

## **ADJOURNMENT**

Anyone requiring special arrangements is asked to call the Library (262-473-0530) at least 72 hours prior.