



## Library Board of Trustees

Whitewater Public Library, Meeting Room 2  
431 West Center St., Whitewater, WI, 53190  
\*In Person and Virtual

**Monday, April 20, 2026- 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:

<https://us02web.zoom.us/j/82954099698?pwd=0vQXPacT2GZUwFsnZ5L53xNX33Bqwr.1>

**Meeting ID:** 829 5409 9698

**Passcode:** pVbffN17

**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 6:30

**Present:** Kelly Davis, Elizabeth Miller, Steven Sahyun, Kathy Retzke, Camden Harlan, Tara McKenzie-Peotter

**Not Present:** Doug Anderson, Steven Sahyun

**Library Staff Present:** Diane Jaroch (Director), Sarah French (Assistant Director)

### 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.*

- **Camden Harlan motioned to approved, Tara McKenzie-Peotter seconded the motion, the motion passed unanimously.**

### 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 March 30, 2026 meeting
  2. Approval of Payment of Invoices for March 2026
  3. Acknowledgement of Receipt of March 2026 Statistical report
  4. Acknowledgement of Receipt of Financial reports
  5. Acknowledgement of Receipt of March 2026 Treasurer's reports
- **Tara McKenzie-Peotter motioned to approved, Camden Harlan seconded the motion, the motion passed unanimously.**

### 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.***

**There were no citizen comments.**

### OLD BUSINESS

6. Library Building general update

Rattling in the HVAC system. Tracks for the Meeting Room dividers have been greased, so those are sliding better.

Donor plaques and staff name plaques are in progress.

7. Matter of report concerning the transfer of funds from American Deposit Management to the City of Whitewater

Kathy Retzke said the money is ready to be transferred. It should be in our Whitewater bank account now, ready to write a check to the City of Whitewater. They are expecting everything that is in the American Deposit Management account.

8. Discussion and election of officers for 2026

Elizabeth Miller was elected Secretary at the last meeting. Camden Harlan motioned to nominate Kathy Retzke as Treasurer for the coming year. Elizabeth Miller seconded the motion, and Kathy accepted the nomination. The vote to confirm Kathy as Treasurer was unanimous. Camden Harlan motioned to nominate Kelly Davis as President for the next term, and Elizabeth Miller seconded. Kelly accepted the nomination. The vote to confirm Kelly as President was unanimous. Kelly Davis motioned to nominate Tara McKenzie-Peotter as VP for the coming term and Camden Harlan seconded. Tara accepted the nomination, and the vote to confirm her as VP was unanimous.

### NEW BUSINESS

9. Matter of report concerning the kiln dried wooden planks

The wooden planks are almost done drying. The Whitewater High School Woods teacher is looking for input from the Library Board on what design they would like to see.

10. Review and approval of the Privacy Policy.

Redundant wording removed. Elizabeth Miller motioned to approve the updated Privacy Policy. Tara McKenzie-Peotter seconded the motion, and it was approved unanimously.

### **CONSIDERATIONS / DISCUSSIONS / REPORTS**

11. Staff reports

Bridges is exploring and gathering data about whether they should continue to fund the Overdrive "Advantage" Account. This allows electronic and audiobook access to books.

Diane attended the Jefferson County Libraries meeting.

Library of Things has new tennis rackets to catalog and a bird watching kit, too!

### **CONFIRMATION OF NEXT MEETING**

May 18, 2026 at 6:30 pm at the Whitewater Public Library in Meeting Room 2.

12. Adjournment into Closed Session

I. Adjournment into Closed Session NOT TO RECONVENE per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

Item to be discussed:

- a) Performance evaluation for the Library Director

Camden motioned to approve Diane's Library Director Performance Evaluation

**ADJOURNMENT at 7:06 Kelly Davis motioned to adjourn the meeting, and Camden Harlan seconded the motion.**

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