

MEETING MINUTES
NEUSCHAFER COMMUNITY LIBRARY BOARD
October 6, 2025

Present: Lori Schmidt, Martha Bailey (via phone), Mary Ann Oehlke, Rebecca Doyle, Amanda D'Arcy, Norma Hernandez, Naomi Peuse, and Melissa Krause (Library Director)

Absent: None.

Public: Amy Krishnevsky

The meeting was called to order by Peuse at 6:00.

Consent agenda: Approved as presented

Approve previous meeting minutes: Table meeting minutes from NCLB Board meeting from September 8, 2025 and the joint committee meeting with the Village's Employee and Purchasing Committee from October 1, 2025.

Treasurer's Report: Schmidt reported on the following accounts

- Premier Programs Account
 - Activity included a deposit of \$278.30 from OWLs and fines
 - 6 cents interest
 - Ending balance \$3,571.92
- Farmers State Bank Accounts
 - Donation Account
 - Activity included a \$500 donation from the Town of Wolf River
 - Interest \$2.14
 - Ending balance was \$8,439.78
 - > CDs at Farmers State Bank
 1. \$21,641.96 - Will reach maturity in October
 2. \$46,321.70 - Will reach maturity in November

Committee Reports:

- Personnel & Policy: D'Arcy and Krause shared updates from the joint Employee Purchasing Committee meeting- including an email back from Chuck, one of the Village Attorneys.
- Discuss library subcommittee representatives - Bailey questioned if we wanted to change committees so she is on both Finance and Policy and Personnel. No action taken.
- Finance: Approve 2026 library budget
 - Discussed the increased utility bill - no real explanation for the increase in costs
 - Discussed the budget did not allow for an increase in wages
 - Finance will meet again to see where the actual is tracking for 2025

- Peuse made a motion to approve the 2026 budget, Doyle seconded. All in favor. Motion passed.

Approve Bills and Expenses

- Schmidt presented the bills, with two clarifying questions. Krause reviewed.
- Peuse made a motion to approve September's bills and expenses, D'Arcy seconded. Motion passed.

Director's Report:

- A/V Meeting - Sept 10
 - The A/V cabinet for the teen space was priced based on specifications listed
 - Smart Spaces and Krause noticed it was a special order to be weight bearing for specific electronics. A wall-mounted TV and other adjustments reduced the cost by nearly \$2,500.
- **Construction Progress Meeting - Sept 23**
 - The schedule remains unchanged - all underground work is complete, but construction is waiting on glulam (wooden structural beams).
 - Storm sewer system is being reviewed - Village Trustee Jim Falke is handling this currently, separate from the project
 - Solar panels are in the project scope but were not included in Milbach's scope of work due to the expedited start of construction
 - Faith Technologies (who helped with solar viability discussions prior to grant submission) may be coming on as a sub-contractor with Milbach. A change order would be required , if details can be finalized.
- **Steering Committee - October 2nd**
 - Q3 Quarterly Report was submitted to the funding agency by MSA on Oct 1st
- **WILS: Strategic Planning and Data Collection meeting - Sept 26th**
 - Krause discussed a tailored survey, analysis and findings option with the team. A customized survey could be developed by the WiLS data analyst to focus on the new facility and associated changes within the community.
 - This option would require minimum time requirements from us, which is especially valuable amid construction.
 - The survey can provide valuable data to respond to community needs and aid with continued grant writing efforts. WiLS can also develop the framework for our strategic plan based on survey results.
- Grants
 - Non-state Grant Program - Governor Evers announced \$2 million grants for economic and community building projects.
 - Must have local matching funds - Deadline to apply is 10/31/25
 - Marilynn W. Taylor/Wohlt Cheese Fund - Deadline to apply is 10/10/25

Important Dates:

- Steering Committee Meeting – Oct 16, 2 pm, bi-weekly
- Milbach Construction Progress Meeting – Oct 21st at 2pm
- Local Five Live – Oct 7, discussing spooky books and building project

September Circulation

Year	MTD Circulation	Renewals	Total Month Circ	YTD Circulation
2025	1,157	442	1,599	15,090
2024	1,208	381	1,589	17,625

Year	eBooks	Audiobooks	Magazines	Public Computer Use
2025	89	123	11	46 sessions/ 58 avg min
2024	129	123	9	54 sessions/ 48 avg min

Friends of the Library: Amy shared that their secretary resigned - always looking for new members and now of course, a new secretary.

- No baskets but still hosting annual fundraising event at the Riverdeck
- Scheduled first event for new library! November 7, 2026 - Antique roadshow

Public Comment: None.

Next meeting: Monday, November 3rd at 4pm in Village Hall.

Peuse made a motion to adjourn, seconded by Oehlke. Adjourned at 7:12.

Respectfully submitted by Amanda D'Arcy