

MEETING MINUTES  
NEUSCHAFER COMMUNITY LIBRARY BOARD  
November 3, 2025

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

**Absent:** Norma Hernandez

**Public:** Amy Krishnevsky and (Village Trustee Taylor Berndt later in the meeting)

The meeting was called to order by Bailey at 4:00.

**Consent agenda:** Approved as presented - Motion by Doyle, seconded by Peuse.

**Approve previous meeting minutes:**

- Motion to approve board meeting on September 8, 2025 made by Oehlke, seconded by Bailey. Motion passed.
- Motion to approve the joint committee meeting with the Village's Employee and Purchasing Committee from October 1, 2025 made by Bailey, seconded by Oehlke. Motion passed.
- Motion to approve board meeting on October 6, 2025 made by Peuse, seconded by Doyle pending the updated circulation numbers. Motion passed.

**Approve Bills and Expenses**

- Schmidt presented the bills and expenses.
- Received three checks
  - \$100 donation from Waupaca County Master Gardeners
  - \$500 Town of Wolf River donation
  - \$30 check for a damaged book.
- Bailey made a motion to approve bills and expenses, Doyle seconded. Motion passed.

**Treasurer's Report:** Schmidt reported on the following accounts

- Premier Programs Account
    - No activity
    - 6 cents interest
    - Ending balance \$3,571.98
  - Farmers State Bank Accounts
    - Donation Account
      - No activity
      - Interest \$2.49
      - Ending balance was \$8,442.27
- > CDs at Farmers State Bank

1. \$21,641.96 - Reached maturity in October. Earned \$527.85 interest. New balance of \$22,169.81 - reinvested in 7 month CD.
  2. \$46,321.70 - Will reach maturity on November 15th
- Discussion about how to re-invest funds with rates. Schmidt shared that the best options are 3.6% for 13 month or 7 month for 3.9%.
  - Bailey made a motion for Schmidt to re-invest CD with balance of \$46,321.70 that will come due on November 15th, seconded by Oehlke.

**Unfinished Business:** Motion by D'Arcy to approve WiLS strategic planning support for customized library research project including survey and framework, seconded by Oehlke. Motion passed

#### **Committee Reports:**

- Personnel & Policy: No report
- Finance: Meeting updates and recommendations
  - Motion to approve Finance Committee minutes made by Bailey, seconded by Schmidt. Motion passed.
  - Discussion to approve staff wages with excess wages for 2025 budget. Tabled motion until the next meeting to see what 2026 budget approval looks like.

#### **Director's Report:**

- Baker and Taylor - Late September ReaderLink and B&T terminated acquisition discussions.
  - B&T is one of the largest distributors of books and will cease operations in the coming months. They offered significant library discounts and affordable shipping.
  - OWLS will be purchasing WiLS coop membership to help facilitate new vendors.
- **ILS (Integrated Library Systems) Migration** - The committee comprised of OWLS and NFLS staff to evaluate alternate online catalog systems provided their recommendation. We looked at demos for ILS, discovery layers, and integrations like apps.
  - The recommendation will be discussed at a Nov 14th OWLS meeting and be voted on at a special meeting on Nov 21st.
  - "Polaris with Vega was the most cost-effective and offered the most inclusive pricing structure."
  - "The same company provides several products that work together, including an ILS, discovery layer, app, scheduling software /events calendar, enhancement content for discovery, online registration, and authority control."
- **OWLS Programming GRANT** - Debra Morningstar, Oneida artist/Cultural Presenter
  - Pine needle ornament weaving - approved by OWLS, booked for Dec 17th
  - Limited to ten participants at a time and must be 14 and up.
- **Tend and Table Partnership - Wisconsin Food Hub Cooperative**

- Tend&Table is a subscription-based service that uses Wisconsin farmer meat and produce - due to federal funding cuts. This helps support local farmers with lost contracts, and a portion of each subscription goes to local food pantries.
  - This aligns with library programming and community partnerships, particularly in the new library so Krause requested that the library be a pick up site.
  - Given our unique location, Krause is hopeful that it will be more accessible.
  - The Friends of NCL, Inc. will provide volunteers to help.
  - Website should be up and running for people to start ordering in the next few weeks
- Internet Outage - Internet, wi-fi, and phones went down shortly after opening on Oct 28th. It was said to be a fiber cut (not usually affected). Services didn't return until the following morning. This outage affected 17 other libraries. Krause chose to keep the library open so the after school students were not affected.
  - No updates from Village Budget Workshop - Another workshop scheduled 11/3 at 6pm. Krause cannot attend but asked Trustees to attend.
    - Taylor Brendt called in to provide insight on how budget discussions have been going so far.
  - New Library Construction Updates: Everything is still on track! Walls should be going up soon.
    - Construction Progress Meeting - Oct. 21st
    - Steering Committee - Oct. 16th
    - Office Outfitters Meeting - Oct. 30th
  - Village and Library Budgets - Myth and Facts
    - Review info graphic that explains misconceptions - some adjustments suggested.
  - Grants
    - Marilynn W. Taylor/Wohlt Cheese Fund - Krause applied and is waiting to hear back.

### Important Dates:

- Steering Committee Meeting – Nov 6th a 2pm bi-weekly
- Milbach Construction Progress Meeting – Nov 18th at 2pm
- Public Library Association (PLA) 2026 Conference - April 1-3, Minneapolis, MN
  - CE Scholarship may be used to cover registration/attendance

### October Circulation

2025	1,278	668	1,946	17,036
2024	1,273	415	1,688	19,313

Year	eBooks	Audiobooks	Magazines	Public Computer Use
2025	120	151	10	28 sessions/46 avg min
2024	116	144	11	51 sessions/54 avg min

**Friends of the Library:** Amy shared the exciting news about their partnership Tend and Table Collaboration. More details to come but the program allows a great opportunity to support Wisconsin farmers and give back to the local food bank.

Frolic in Fremont - Silent auction, bake sale, 50/50 raffle, short on volunteers.

Mary Ann shared that there is a person willing to donate a quilt for raffle - She will clarify with her on where her intent for donation. The Fremont Chamber is helping with advertising and doing posters and banners.

**School Representative Vacancy** - Announcement of resignation from Naomi as her family is moving to Minnesota. Peuse offered to speak with the new District Superintendent - NCLB will reach out to Stacy Webster about next steps, potentially putting this on their next District Board agenda.

**Public Comment:** None.

**Next meeting:** Monday, December 1st at 4pm in Village Hall.

Peuse made a motion to adjourn, seconded by D'Arcy. Adjourned at 5:44.

Respectfully submitted by Amanda D'Arcy