

LCPL BOARD OF TRUSTEES MEETING MINUTES: August 15, 2025

Regular Meeting: Called to order at 8:01 am, by president Albers. In attendance were board members Jeannine Albers, Kathleen Marsh, Deb Markusen, Linda McKenna, Kathy Chandler, Michelle Gobert, Joanne Roy and director Katie Essermann. Absent: Judy Fellows.

Agenda: Motion to approve the agenda by Markusen, seconded by Chandler, all ayes motion carried.

Public Presentation and Comments: Visitors: Margaret Brubaker and Sally Bowers.

Brubaker commented on the internet being slow.

Held a Zoom meeting with the Insurance Agent, Macy Pingel. Policies were gone over, board felt there may be a need to up the building insurance amount, Pingel will run figures. Discussion on Personal property value, board asked that it be raised to 500,000.00. Deductible amounts were discussed, going over the discounts, there is currently no discount for security. Need to check on if the smoke detectors send an alarm directly to 911. Discussion on errors and omissions policy, would need by-laws and declarations document drafted by an attorney, this is to be a September agenda item. Will be looking at increasing medical expense limit to 10,000.00 from 5,000.00. Went over procedure for work comp claims they need to be reported to Med Corp as soon as possible and prior to sending the worker home, if 911 is needed call them immediately. Umbrella coverage was discussed, Pingel will get quotes for 1,2 and 3 million in coverage.

Minutes: Motion to approve the minutes of the July 18, 2025 Trustee Board meeting, was made by McKenna, seconded by Chandler, all ayes motion carried.

Treasurer's Report: Essermann presented the financial reports. The list of vouchers was reviewed, as well as the financials motion by Gobert, seconded by Chandler to accept the vouchers and financials as presented, all ayes motion carried.

Directors Report:

Summer Reading sign-ups have reached 127, which is a new record high!

SuperValu donated a total of 1,927.27 from their round up program.

Solar panels are up and running and meeting the needs, waiting for the app in order to keep a better eye on it.

Two interns will be ending the summer on August 30 for Taylor and August 29 for Ali. Exit interviews will be held.

Friends of the Library will have a book sale on Labor Day weekend. Members will have early sale entrance on 8/27 from 6:00-7:30. Member sign up is still available. Sale will open to public on 8/29 and 8/30 from 9:00-2:00.

Programming: 6 have taken place since last board meeting, highlights include:

- Teen escape room, with over 20 tweens/teens, they were able to do T-shirt tie dying while waiting for entrance into the escape room. An adult version has been requested
- Speaker series had over 30 attendees Beth Hartman had 8 attending, Margaret Brubaker will speak on German Heritage on Aug 21. Community connections had over 35 attendees, Jordan from Northwind Solar will speak on Sept 17 after the ribbon cutting for the solar panels.
- Animal rescue program, with various amphibians was a huge hit for people of all ages, would like to do this again next summer.

Will be putting a donation box up for school supplies in connection with Peggy Christenson's program.

Will be working with Project Linus that provides blankets to kids 0-18 that have experienced a trauma, perhaps a blanket making event, will look into this further.

Committee Updates:

Friends of the Library: Brat Sale tomorrow.

Building Expansion Committee:

- Marsh reported the grant money has been spent, reports submitted, reimbursement obtained.
- Marsh stated there would be a ribbon cutting at 3:00 on Sept 17th, board should attend to show support.
- Marsh talked about the parking lot and need for repair, Marsh will contact NEA, repairs will wait until next year.

Policy Committee: Gobert stated that she is no longer able to serve on the committee. Committee members will be Albers, Marsh, and Chandler with Essermann as the coordinator.

New Business:

Money Market Building account: Motion by Chandler seconded by Marsh to move over the smaller amount from the super now account ending 9075 to the building expansion Money Market account ending 9135 and use cashier checks as needed, all ayes motion carried.

Computer backup: Only external are currently being done by Essermann and stored in the fireproof safe. Gobert recommended Back Blaze as a way to back up to the cloud for offsite storage, cost is approximately 40.00 per month, Essermann is to look into this.

2026 Budget: Discussion, small adjustments to be made add 1,000.00 to 102, 501 move the Microsoft costs to a new line (Technology), Increase Sustainability contribution by 1,000.00. Motion by McKenna, seconded by Markusen to approve the budget at a total of 206,465.34

Unfinished Business:

Security Training: Essermann stated she reached out to the Sheriff but has not heard back. Marsh stated the Women's Club she belongs to is having a self-protection strategies training class on 9/17 and is inviting the board to attend.

Newsletter: Essermann reported that you are now able to sign up for a newsletter on the website.

Closed Session: Motion to enter into closed session per WI Stats 19.85(1)(c) do discuss Personnel issues by Marsh, seconded by McKenna, all ayes motion carried, the room was cleared of non-board members.

Motion to adjourn closed session and reconvene in open session by Chandler, seconded by McKenna, all ayes motion carried

Next Meeting: September 19, 2025 8:00 a.m.

Meeting adjourned at 11:35 by president Albers.

Respectfully Submitted,

Joanne Roy, Trustee