

LCPL BOARD OF TRUSTEES MEETING MINUTES: MARCH 20, 2026

Regular Meeting: Called to order at 8:09 am, by president Albers. In attendance were board members Jeannine Albers, Kathleen Marsh, Linda McKenna, Kathy Chandler, Sally Bowers (via teams), Michelle Gobert (via teams), Deb Markusen, Joanne Roy. Absent: director Katie Essermann.

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

Public Presentation and Comments: None.

Minutes: Motion to approve the minutes of the February 2026 Trustee Board meeting, was made by Chandler with the start time of 8:15, seconded by Markusen, all ayes motion carried.

Treasurer's Report: The financials were reviewed. Motion by Chandler, seconded by Roy to approve the financial reports, all ayes motion carried. Motion by Marsh to approve and pay the March vouchers, seconded by Chandler, all ayes motion carried.

Directors Report: March 2026

- A roof rake, to help with the snow buildup under the solar panels, and warning sign to caution about the dip in the driveway apron were both purchased for the library.
- Annual report summary booklets are available at the circulation desk for any interested persons.
- I have been working with Lumen to update our phone equipment, as copper lines have been deregulated. Changing over from copper lines should help improve overall phone/fax quality. I am waiting for the next step of having a project manager assigned to our case, and then setting up a site survey for installation. I will keep you posted.
- I applied for two Nicolet Library System funded grants. The *Library and Youth Services grant*, which is used for book prizes for programming, and the *Library Services Grant*, which is used for purchasing youth books for circulation.
- A *Library Improvement and Innovation Grant* that NLS offers as well is available and I will apply for it to purchase reusable radon kits which will be available to our patrons.
- I will be on vacation from March 16-25. The point person for immediate assistance will be Cathy VanLaanen.

Upcoming programming includes:

Stitch happens: March 17 & April 7

Community Connections: March 26

Chair Yoga/ R&R Yoga every Wednesday.

Project Linus: March 21

Adult Crafts: Easter March 24 @1

Discussion: Comments and discussion on switch from Carl.

Committee Updates:

Friends of the Library: Next meeting April 2026

Personnel Committee: Nothing

Mentorship: Bowers stated that she wants the director to include directive accomplishments on her report. She is requesting again that the director include a zoom meeting link on every agenda.

New Business:

- Approve grant applications for Library Services & Youth Support Services, motion by Markusen, seconded by Bowers, all ayes motion carried.
- Circulation: Table to next month.
- **Policy Manual Updates:** Endowment Policy: Discussion: Decision to set up a committee. Committee Members are Marsh, Chandler and Roy. Due to new members being added to the board in April no new pages are assigned to review. Agenda item for April, Bowers and Esserman to rework some areas of pages 15-28 including the food and beverage section and Owl pages.
- Endowment Policy

Unfinished Business: Friend's legal relationship: Director is to monitor the friend's belongings to ensure the staff room remains safe and useable. There are no other concerns.

Board Comments and Directives:

- Director to provide and update on insurance, to include that the updates requested are in place.
- Ad in Nicolet Express on next agenda.
- Note for the Director to remind all users of the library to ensure all lights are off before leaving during closed hours.

Gobert left the meeting at 9:16

Closed Session: Motion to convene in closed session by Chandler, seconded by Markusen, all ayes motion carried.

Motion to reconvene in open session by Chandler, seconded by Markusen, all ayes motion carried.

Action from Closed Session: April agenda to update the Personnel Committee members and for them to schedule meeting(s).

Next Meeting: April 17, 2026 at 8:00 a.m.

Meeting adjourned at 9:58 by president Albers.

Respectfully Submitted,

Joanne Roy, Trustee