



Library Board Meeting Agenda

Tuesday, June 17, 2025 at 5:00 PM

Columbus Public Library - 223 W. James Street

Call to Order

Roll Call, Introduction of Visitors, Public Input

Approval of Agenda for June 17, 2025

Approval of Minutes from May 20, 2025

1. May 20, 2025 Meeting Minutes

Reports

2. Financial Secretary's Report

3. Bills-\$9,353.33

4. Budget Comparison

5. Library Director's Reports

6. Library Director Goals

7. President's Report

Literacy Council

Literacy Council

Correspondence

Unfinished Business

New Business

8. Election of Officers

9. Columbus Area Endowment Grant

Adjourn

10. Next Meeting July 15, 2025

**Columbus Public Library
Library Board Meeting
Tuesday, May 20, 2025
Phyllis Luchsinger Callahan Meeting Room**

Call to Order: Pete Kaland called the meeting to order at 5:00 p.m.

Present: Pete Kaland, Amanda Wakeman, Shirley Berkley, Trina Reid, Nora Vieau, Merry Anderson, Jim Schieble, Dana Pike, Deb Haeffner
Absent: Sue Salter

Roll Call, Introduction of Visitors Public Input:

Approval of the Agenda for March 18, 2025: Shirley moved and Dana seconded a motion to approve the Agenda. Motion carried.

Approval of Minutes April 18, 2025: Jim moved and Deb seconded a motion to approve the April 2025 Minutes. Motion carried.

Reports

Financial Secretary's Report: CDAR2 renews 5/29/25 at 4.35%, down .40 from April. SCLS Foundation account flat. Dana moved and Shirley seconded a motion to approve Financial Secretary report. Motion carried.

Bills: Bills of \$13,834.89 submitted which includes final bill for bathroom remodeling. Deb moved and Jim seconded a motion to approve the bills. Motion carried.

Budget Comparison: 35.76% of budget spent at end of first third of year.

Library Director's Report:

Summer Library program runs June 9 through August 10 with incentives for kids, teens and adults. CPL partnering with Columbus Recreation Department to have 9 different family performers. Friends of the Library has graciously funded 6 of the performers that will be at the Library. CPL also hosting summer camp on Monday and Wednesday afternoons.

Lieutenant Governor Sara Rodriguez visited CPL on May 14 and spent time touring the library and talking to staff, board members, Friends of the Library, patrons and Shannon Schultz, SCLS Director. Our district State Representative Maureen McCarville also attended.

All library staff attended Dementia Live on April 29 put on by the ADRCs of Columbia and Dodge counties. This hands-on program taught staff how to work with people they may encounter who have dementia along with tips on how to make our library more dementia friendly.

Youth Programs:

Book Dragons Writing Lab continues to meet with good turnout.

Kane Browkowski from Columbus Rec was our special Arbor Day guest reader for April 29 & 30 storytimes.

Family Pizza and Board Game Night more popular than ever with 30 people attending in May

School and Daycare visits wrapping up in May and will be off for the summer.

Adult Programs:

April 22 we welcomed George Hesselberg to speak about his book *Dead Lines*.

Adult craft night with Kristen well attended in April and full for May with a waiting list.

Upcoming Programs:

After Hours Book Club met in May in 161 Building with 25 people and space to spread out.

Catherine hosted Crochet Dog Blanket on May 10. Blankets donated to Columbia County Humane Society.

May 13 we hosted a program on Unlocking the Secrets of Antarctic Meteorology.

We collaborated with Valerie Biel to host Books & Beer author talk on May 15 which was held at Cercis in the past. Attendees like the quieter atmosphere of the Annex so the June meeting will be there as well as perhaps in the future.

Upcoming Programs:

Romantasy Book Club meeting one Monday per month beginning June 9 in the Annex.

We will welcome several guest readers from the City of Columbus for storytimes including: City Clerk Susan Caine, City Treasurer Krystal Larson, Emergency Management Director Bill Breunig, Lineman Jake Boness from Columbus Utilities, Recreation Director Amy Jo Meyers and Fire Chief Scott Hazeltine.

Meetings:

Amanda attended the Wisconsin Association of Public Libraries (WAPL) conference in Oshkosh April 30-May 2 and served on a panel about forming a Friends group and becoming a 501(c) (3).

At the All Directors meeting on May 15 at Oregon Public Library, Directors voted to move from BiblioVation to SirsiDynix Symphony with the switch over scheduled for May 2026.

Columbia County Directors and Board met May 16 to discuss new strategic plan for county libraries.

Building and Grounds:

Vacant Annex studio rented.

Solar powered flashing crosswalk installed across James Street between City Hall and Library seems to be working.

The City got new phones which were not compatible with the SCLS network. CPL still using cell phones until new internet line can be installed which is projected to cost an unbudgeted \$10,000.

Library Stats: Visits up 4.5%; Community Use of Rooms up 11%. Wireless printing and faxing up 16%; Items borrowed up 6.9%. Public Wi-Fi and Public Computer Use down 12% and 9.3% respectively; Patrons added down 20%.

Library Director's Goals:

See Building and Grounds above.

See Dementia Live training above.

Working with City Administrator, Rec Department and Community Center to reimagine Columbus Commotion publication to keep community informed and reduce waste.

Bathroom remodeling complete and well-received by families.

Continuing to weed Adult Fiction, our most popular section, to maintain availability of current titles.

Catherine using Project Outcome to get feedback on paid speaker events. Working to increase attendance.

President's Report: None

Literacy Council Report: Per Board approval, \$3,000 transferred from checking account to higher earning CD.

Friends of the Library: Attracting new members

Correspondence: None

Committee Reports: None

Trustee Training: Recruiting and Engaging Friends and Trustees Under Age 40

Shirley presented research-based information that concluded: "Millennials are more likely to have visited the library recently. However, most Friends and Trustee boards do not have even a single Millennial member."

Research done in 41 states shows that 82% of respondents said a diverse board is important but 50% said there was not a millennial or younger on their board. There is a misconception that younger generations are self-serving but really they want to be involved in their communities and to make a difference. Their children use the library and they love books and reading.

They do not participate because most meetings/events are held during work hours, meetings may be inefficient/unnecessary, no one told them about the opportunity, or group members not welcoming to people outside their age group. They do not stay because of lack of diversity, feel their voices not heard or they do not see where they fit.

How can younger generations be recruited?

Align recruitment with the board's strategic plan

Equip existing board members with key points e.g. an elevator speech

Organize a teen advisory council

Organize a task force on community issues

Consider board term lengths and limits

Recruit for roles, not ages

Ask early and often

Invite people personally

Welcome and respect fresh perspectives

Brag, brag brag – about the library, advocacy groups, staff, programming and who benefits.

Unfinished Business: None

New Business: None

Adjourn: Jim moved and Dana seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:50 p.m.

Next scheduled board meeting – June 17, 2025, at 5:00 p.m. in the Library.

Respectfully submitted,
Merry Anderson, Secretary

Vendor	Invoice Number	Input Date	Amount
Department: Library			
TORRALBA, ANN	Summer Library Performance	5/20/2025	\$ 1,236.00
SOUTH CENTRAL LIBRARY SYSTEM	2 New patron computers, 1 staff desktop	5/20/2025	\$ 2,236.47
PREMIUM WATERS INC	Water Delivery	5/20/2025	\$ 50.99
GOODLAND, ROBERT	Adult Program	5/20/2025	\$ 300.00
LANDAU, DAVID	Summer Library Performance	5/20/2025	\$ 600.00
WI HISTORICAL SOCIETY	Adult Program	5/20/2025	\$ 100.00
AMHERST PUBLIC LIBRARY	Refund on lost book returned	5/20/2025	\$ 18.95
RABUSHKA, JERROLD L	Adult Program	5/20/2025	\$ 350.00
TONN, LAUREN	Refund on lost book returned	5/20/2025	\$ 43.98
BAKER & TAYLOR INC	Books for youth, teen, and adult	5/20/2025	\$ 2,872.18
			\$ 7,808.57

Vendor	Invoice Number	Input Date	Amount
Department: Library			
SIDDIQUI, HUMA	Adult Cooking Program	6/4/2025	\$ 300.00
WENTZ, MARY JO	Hoses	6/4/2025	\$ 56.99
	Credit Card- Cleaing supplies		
	Summer Library Program		
	Staff meeting		
ELAN FINANCIAL SERVICES		6/4/2025	\$ 1,187.77
			\$ 1,544.76

DIRECTOR'S REPORT

The Summer Library Program started on June 9. We currently have over 400 people signed up this year!

Youth Programs

- Chess Club is meeting weekly on Wednesdays. One of our regular teenagers pitched the idea and runs the club. We've had 15-25 people every week of all ages. A special thank-you to Shirley Berkley who had several chess kits to donate.
- Stitching Stars continues to have a great turnout with 23 crocheters coming to the May meet-up.
- To celebrate Dairy Month, the library hosted an ice cream social. We had 82 people show up and enjoy ice cream from Sassy Cow Creamery. Special thank you to the Astico Perseverance 4H Club for running the event.
- The first guest reader of the summer was Bill Breunig. We had an overflowing program room for his Storytime. On June 11 Story time moved to Home Again assisted Living.

Adult Programs

- Cherry and Jerry joined us once again for another ragtime performance on May 23.
- On May 24 the library smelled delicious as Huma Siddiqui made fish tacos for the crowd.
- Adult Craft Night continues to be a hit with 15 people attending the May 28 event where they made bookmarks out of old books.
- Catherine hosted a workshop on June 3 where she taught attendees how to convert recipes to an air fryer.
- After Hours Book Club met on June 5 to discuss *The Last Letter* at the 161 Building.
- After Hours Book Club had another strong showing with 23 people in attendance on June 5.
- The new Romantasy Book Club had its first meeting on June 9 with 21 people coming.

Upcoming Programs

- Dairy Month will continue with a special Storytime at Royal Guernsey Dairy on June 24.
- June 25 we will welcome Krystal Larson as our guest reader for Storytime. This will be her last week with the City before her retirement.
- We have several Summer Library Program events coming up including-
 - Ms. Kim's Amazing Animals on June 16
 - David Landau on June 24
 - Little Miss Ann on July 7
 - Mark Warner Yo-yo Master on July 14
- June 27 the Library will welcome author Robert Goodland with a talk about his book *Beneath the Surface*.
- With the sale of Cercis, the Books & Beer Book Club with Valerie Biel will now make its home in the Annex. The next author will be on June 19.










Meetings

- The Library closed for 2 hours on June 5 so all staff could attend the City of Columbus Picnic at Fireman's Park.
- The July 18 Columbia County Meetings will be taking place at Columbus Public Library.

Buildings and Grounds

- The light fixture in the elevator kept going completely out on us. S&S Electric came and found the ballast was overheating and fixed it for us.



Library Statistics		2025 Month	2025 YTD	2024 YTD	2024 Total	% (Item #5. from 2024 to 2025)
	Visits (# door counts)	5,816	28,006	26,497	67,146	+5.7%
	Items Borrowed (total)	4,662	25,423	23,896	58,538	+6.4%
	% Columbus residents		49%		50%	
	% Fall River residents		11%		13%	
	% Other Columbia County		25%		21%	
	% Dodge County		11%		10%	
	% Other		5%		6%	
	Digital Items Borrowed (# checkouts)	1,142	6,060	6,235	14,759	-2.8%
	Books by Mail (# items sent)	9	70	103	259	-32%
	Public Wi-Fi (# sessions)	6,165	24,195	26,381	56,084	-8.3%
	Public Computer Use (# sessions)	225	1,139	1,277	3,077	-11%
	Wireless Printing & Faxing (# jobs)	74	406	395	967	+2.8%
	Community Use of Rooms (# attended)	99	484	454	1,171	+6.6%
	Patrons Added (# added)	27	129	149	368	-13%

Program Statistics	In-Person & Live Virtual (# programs)	In-Person & Live Virtual (# attended)	Self-Directed Activities (# participated)
Future Readers	18	267	5
Children	21	685	283
Teen	2	11	0
Adult	8	72	16
General Interest	1	30	64

Goal: Foster strong relationships with the municipalities that we serve and the Library Board	
Activities- <ul style="list-style-type: none"> Continue to create a presence in Fall River, including the addition of a book drop Collaborate with other City Departments for programs and marketing of programs Keep the Library Board updated on social issues and events that may impact the library 	<p>3/2025-The Book Drop has been taken to Fall River and is at the Fall River Village Hall. They are going to be doing some new landscaping this summer and it will have a permanent home near the main doors. The staff in Fall River was extremely helpful and happy to have the book drop there.</p> <p>3/2025-Amanda, Helen, and Kristi met with Kane from the Recreation Department to collaborate on advertising for the summer programs.</p> <p>3/2025-At the March 20 All Directors Meeting, the main topic of conversation was a new ILS system. At the May meeting the directors will be voting, and it seems like everyone is on board to move to SirsiDynix in 2026.</p> <p>4/2025- We are working with the City Administrator, Rec Department, and Community Center to reimagine the Columbus Commotion and make sure we are informing our community of events in a way that is not wasteful of resources and staff time.</p> <p>6/2025- We kick off the summer library program with several events overlapping with other departments. We are working closely with the rec department's summer camp and events in Fireman's Park in the evenings.</p>
Goal: Continue to update and maintain our building to create a structurally sound and accessible space for all patrons.	
Activities- <ul style="list-style-type: none"> Evaluate the future needs of our space to best serve our patrons Work with DPW to develop a plan of preventative maintenance. Help the City of Columbus include the Library on a Capital Improvement Plan in a meaningful way 	<p>3/2025- The Friends received a grant for \$2,800 to go toward the ramp at the Annex. DPW removed all of the rotten wood from the ramp and replaced it with new lumber. They also added supports at the bottom to help prevent it rotting again the same place. We will evaluate pressure washing and staining in the summer. So far the project has cost \$147.</p> <p>4/2025- The bathroom project is complete. The two bathrooms have been well received, especially by families.</p> <p>5/2025- Pride Originals came and created a quote for new countertops at the downstairs circulation desk. I plan on applying for the Columbus Area Endowment grant for this project. He will also be fixing the woodwork in the upstairs staff area that has needed to be replaced since a radiator was taken out.</p>
Goal: Promote and support staff professional growth and cohesiveness.	
Activities- <ul style="list-style-type: none"> Promote and help find opportunities for Continuing Education Review and revise policies to make sure they are not 	<p>4/2025- Thanks to the new Employee Engagement Team for the City, the staff enjoyed a Subway lunch during National Library Week.</p> <p>4/2025- All staff attended Dementia Live to learn how to serve our patrons with Dementia and how to make our Library space dementia friendly.</p> <p>5/2025- DPI has created a Policy of the Month Club, which helps libraries go over the policies they have and look for things that needed</p>

getting in the way of helping patrons • Create opportunities for Staff social enjoyment	to be added or updated. For June I am working on the Policy Audit Workbook to see where we need work. I plan on doing a full rehab on our policies. 6/2025-The staff took off a few hours on June 5 to attend the City of Columbus Staff picnic.
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Goal: Support the library goals set forth by the strategic plan

Activities- • Promote and help with the continued weeding of our collections • Continue to use feedback strategies and continually evaluate the effectiveness of our programs. • Seek public input for programs that will help us to best serve our community • Create summer and winter reading programs that promote literacy and the library	3/2025-Amanda, Helen, and Kristi met with Kane from the Recreation Department to collaborate on advertising for the summer programs. 3/2025- We have weeded the juvenile non-fiction which has created a better space for our new materials downstairs and better merchandising opportunities. 4/2025-We had to do some weeding once again in our Adult Fiction section. As this is the most popular section, it is the one we must work hard at maintaining as we are constantly adding new titles. 4/2025- Catherine has been using Project Outcome to gain feedback on the paid speakers we have coming in. The results have come back really liking the program, we just need to find a way to use this data to bring more people in the door for programs. 6/2025- The Summer Library Program has launched with great participation. 6/2025- The Romantasy Book Club started on June 9, which was patron requested and had a good turn-out.
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Pride Furniture
 106 West Edgewater Street POB 8
 Cambria, WI 53923-0008
 Open by appointment M-F 8am-4pm

Phone # (920)348-6090
E-mail 68fuzzy@gmail.com

Estimate

Estimate No.	2334
Date	5/14/2025
Project	
FOB Cambria	Cambria
Due (Upon receipt)	24% annual
Terms (Downpayment)	

Name/Address

Columbus Library
 223 West James Street
 Columbus, WI 53925
 920.623.5910

Description	Qty	Rate	Updated	Total
Laminate [Straight edge] desk and back cabinet top. 3" finished end corners. Priced in Nevamar SL6003T Measuring, removal of old and installation of new tops included in price.	1	2,200.00		2,200.00
4-3/4" x 56-1/16" base board finished in OCS-102 Fruitwood finish, color isn't expected to be an exact match. We used this color for pieces we made for the desk. Customer has existing base cap. New prices to be installed bumped up to existing base. Wood board \$60. Installation \$120.	1	180.00		180.00
<p>Wood is a natural product. All lumber has variations in the color and grain, this does not affect the durability. Handcrafted wood cabinets natural beauty is in its color variations, its surface and craftsmanship imperfections. PRIDE built cabinets are built to last using a sturdy 3/4" thick material for the sides, tops, bottoms, and shelves as compared to the industry cabinet standards of 3/8" to 1/2" thick sides, tops, and bottoms.</p> <p>All estimates are subject to change without notice. Estimates are not an invoice and are only a good faith estimate of goods/services requested. Delivery or installation is not included unless inclusion of such is specified. Cabinets are solely the property of Pride Furniture until such time that they are paid for in full.</p> <p>Terms: Quotes are based upon cash or check payment. A none-refundable deposit is due to execute order. 50% for (PRIDE built cabinets), 80% for (Pre-built cabinets). Balance is due at time of cabinet build completion or as billed. Interest will accrue on balance not paid by date due. If installation is performed by Pride Furniture or there representative, installation costs is due upon installation completion or as billed. _____</p> <p>We accept Cash, Check, and Zelle payments. Master Card or Visa payments are accepted subject to minimum 4% convenience fee.</p>				

[Unique charm] --- In both the manufacturing and finishing of your furniture, we try to bring forth the character and beauty of the wood. All hardwood lumber has variations in the color and grain; this is part of its natural beauty. But these variations make it impossible to guarantee an exact match in finish even though identical finishing processes are applied. Handcrafted furnishings are not perfect.
 [A natural fiber] --- Hardwoods are a natural fiber. Because most solid woods are open grained, your solid wood furniture will breathe, expand and contract with temperature and humidity changes even after protective finishes have been applied. These minor cracks are part of the natural beauty of the wood. Care in controlling the furniture's environment can help minimize cracking and warping.
 [Control environment] --- Keep the indoor humidity in the 35 to 45 % range to minimize these effects. Keep furnishings away from direct sources of heating and cooling. It can cause splits.

We reserve the right to change prices, product and specifications without notice.

Signature _____

Subtotal	\$2,380.00
Sales Tax (0.00)	
Total	\$2,380.00