



Library Board Meeting Agenda

Tuesday, May 19, 2026 at 5:00 PM

Columbus Public Library - 223 W. James Street

Call to Order

Roll Call of Members, Introduction of Visitors, Public Input

Approval of Agenda

Approval of Minutes

1. April 21, 2026 Library Board Minutes

Reports

2. Financial Secretary's Report

3. Bills-\$22,153.08

4. Director's Report

5. Director's Goals

6. President's Report

Literacy Council

Friends of the Library

Correspondence

Committee Reports

7. Ad Hoc Flooring Committee

Unfinished Business

New Business

Adjourn

Next meeting will be June 16 at 5:00

**Columbus Public Library
Library Board Meeting
Tuesday, April 21, 2026
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, Jim Schieble, Deb Haeffner, Sue Salter, Trina Reid, Dana Pike, Shirley Berkley, Merry Anderson

Absent: Nora Vieau

Roll Call, Introduction of Visitors Public Input: We welcomed Kasey DeWitt, new Columbus Literacy Council coordinator.

Approval of the Agenda: Jim moved and Dana seconded a motion to approve the Agenda. Motion carried.

Approval of Minutes March 17, 2026: Jim moved and Sue seconded a motion to approve the March Minutes with a spelling correction. Motion carried.

Reports

Financial Secretary's Report: CDAR 1 matures on 5/28/26 at 3.98%; CDAR 2 renews 7/16/26 at 3.72% as rates continue to decline. SCLS Foundation account also declined by \$15,858.78. CPL received an anonymous donation for children's programming as noted in the Director's Report. Shirley moved and Dana seconded a motion to approve the Financial Report. Motion carried.

Bills: Bills of \$5,011.29 submitted. Dana moved and Deb seconded a motion to approve the bills. Motion carried.

Budget Comparison: No report available.

Library Director's Report:

April 19-25 was National Library Week. The April 12-15 transition to a new computer system went smoothly as staff was able to check out patrons via offline circulation. Susan, Deb, Amy and Angelica were able to get everything checked in quickly and efficiently.

The Columbia County Board chose Pete Kaland as the 2026 Library Advocate of the Year. We will honor him on Wednesday, June 3, with a celebration on the CPL lawn. Mark Croft will perform and the community is invited for a pie social.

As noted, CPL received an anonymous gift for ongoing children's programming.

The seed library, coordinated by Harvey Hoon, continues to be popular.

Community Outreach:

CPL will again participate in Arbor Day on April 25 at the Pavilion. Children can make a bird feeder or wind chime.

CPL also was invited to participate in Pride in the Park on June 20 and Family Night for the 4th of July on June 30.

Youth Services:

Book Dragons continues to meet monthly to work on their writing projects. Valerie Biel joined them for a Creative Writing Workshop.

For Spring Break the week of April 5, CPL offered programs including movies, games, crafts and bingo.

Adult Services:

March 21-Huma Siddiqui demonstrated dishes featuring okra and Pakistani spices.

March 24-Valerie Biel worked with a small group of aspiring authors.

April 9-CPL hosted a luncheon and virtual author visit for a Libby Reads event.

Coming Up:

April 20-Romantasy Book Club *Assistant to the Villain*

April 20-Art From the Heart Club

April 22-Adult Craft Night

April 22-Soft Pants Society Meeting

April 23-Tween Creative Writing Workshop

April 23-Books & Beer with Donna Rewolinski

April 23-Adult Trivia Night

April 30-Author Talk: Andrea Thalasinis

May 4-Teen Afternoon: Cinco de Mayo Party

May 7-Library After Hours Book Club *My Friends*

May 11-Art From the Heart Club

May 14-Teen and Adult Puzzle Competition

Ongoing Programs:

Mondays-Homeschool Program

Tuesdays/Wednesdays-Preschool Storytime and Music and Motion

Meetings:

Amanda attended the PLA Conference in Minnesota virtually due to illness.

Facilities:

A windowpane fell out the Annex attic window which Devon from DPW fixed with plexiglass. The library roof leaked after the March snowstorm. Great Lakes Roofing discovered a leaking turbine vent which they reinstalled with no further problems.

Library Director's Goals: See New Business

President's Report: None

Literacy Council Report: Merry introduced Kasey DeWitt, the new CLC coordinator. She retired from Edgewood University where she also earned her undergrad and graduate degrees. She will be attending tutor training and meeting with our representatives at Wisconsin Literacy.

Friends of the Library: The Historical Society removed some shelves.

Correspondence: As noted above, the Columbia County Board voted Pete Kaland Advocate of the Year for 2026.

Committee Reports:

Ad Hoc Flooring Committee: The style was finalized with the color to be determined and a final quote to come.

Unfinished Business: None

New Business:

Library Director's Goals for 2026-Amanda presented her goals based on the evaluation document. Board discussed and approved continuing the monthly progress report to the Board. Merry moved and Jim seconded a motion to accept the 2026 Director's Goals. Motion carried.

Adjourn: Jim moved and Dana seconded a motion to adjourn. Motion carried. Meeting adjourned at 6:20 p.m.

Next scheduled board meeting – May 19, 2026, at 5:00 p.m. in the Library.

Respectfully submitted,
Merry Anderson, Secretary

.

Columbus Public Library - Financial Secretary Report

Date 5/19/2026

Bank Accounts				FMUB Checking Account - Information			
	Balance	Date	Interest YTD	Checking account transactions		To Date	
FMUB CDAR 1 (3 mos.)	\$ 36,130.63	2/26/2026	\$0.00	36130.63	Total memorials, donations + grants	\$400.00	3/16/2026
FMUB checking	\$4,645.86	5/19/2026	\$4.39		deposited as of date		
					Safety deposit box rental		
FMUB CDAR 2 (3 mos.)	\$17,408.18	4/16/2026	\$181.32	17226.86	Staff appreciation gifts		
TOTAL	\$ 58,184.67		\$185.71		Total dispersements		
CDAR1 at 3.98% matures 5/28/26							
CDAR2 at 3.72% matures 7/16/2026				Total YTD transactions <u>\$400.00</u>			

SCLS Foundation						
	Beginning Market Value	Total additions less withdrawals	Total Admin Fees		Net gain	Ending Market Value
2021 summary	\$ 374,346.01	\$ -	\$ (4,793.59)		\$ 33,843.01	\$ 408,189.02
2022 summary	\$ 408,189.02	\$ -	\$ (4,426.13)		\$ (70,239.71)	\$ 337,949.31
2023 summary	\$ 337,949.31	\$ -	\$ (4,365.57)		\$ 42,821.81	\$ 380,771.12
2024 summary	\$ 380,771.12	\$ -	\$ (5,178.55)		\$ 37,349.59	\$ 418,120.71
2025 summary	\$ 418,120.71	\$ -	\$ (3,402.13)		\$ 57,530.98	\$ 475,651.69
Monthly Performance Report	Ending Market Value from previous month	Additions (Withdrawals)	Proration of Admin Fee		Realized Gains/(Losses)	Ending Market Value
May 30,2025	\$ 416,331.54		\$ (455.29)		\$ 14,913.86	\$ 430,790.23
July 31, 2025	\$ 430,790.23		\$ (484.65)		\$ 3,109.00	\$ 447,119.91
August 31, 2025	\$ 447,119.91		\$ (486.26)		\$ 11,470.05	\$ 458,103.70
Sept. 30, 2025	\$ 458,103.70		\$ (470.37)		\$ 8,317.28	\$ 465,950.61
October 31, 2025	\$ 465,950.61		\$ (504.03)		\$ 5,368.73	\$ 470,815.31
November 30, 2025	\$ 470,815.31		\$ (496.90)		\$ 3,281.65	\$ 473,600.06
December 31, 2025	\$ 473,600.06		\$ (504.63)		\$ 2,556.26	\$ 475,651.69
January 31, 2026	\$ 475,651.69		\$ (511.10)		\$ 10,680.03	\$ 485,820.62
February 28, 2026	\$ 485,820.62		\$ (516.52)		\$ 6,676.99	\$ 491,981.09
March 31, 2026	\$ 491,981.09		\$ (518.85)		\$ (15,858.78)	\$ 475,603.46
April 30, 2026	\$ 475,603.46		\$ (516.46)		\$ 26,609.53	\$ 501,696.53

Vendor		Input Date	Amount
Department: Library			
ENVISIONWARE INC	Self-Checkout (paid with Carnegie Grant)	5/4/2026	\$ 7,595.00
BRIDGES LIBRARY SYSTEM	Annual Zoom License	5/5/2026	\$ 284.00
PLAYAWAY PRODUCTS LLC	Wonderbooks	5/5/2026	\$ 257.96
COAST TO COAST SOLUTIONS INC	America 250 handouts	5/5/2026	\$ 240.32
RHYME BUSINESS PRODUCTS	Copier Lease	5/5/2026	\$ 602.04
CANALES FLOORING INC	50% Down on Flooring	5/5/2026	\$ 7,308.96
CROFT, MARK	Concert on the Lawn	5/5/2026	\$ 450.00
COMPLETE OFFICE OF WISCONSIN INC	Kleenex, Gloves, Garbage Bags	5/5/2026	\$ 106.80
	AD Books, AD Craft, New Door Counter, Library Week		
AMERICAN EXPRESS	Prizes	5/5/2026	\$ 914.37
INGRAM LIBRARY SERVICES	Books (AD, CH, and YA)	5/5/2026	\$ 732.01
			\$ 18,491.46

Vendor		Input Date	Amount
Department: Library			
MARK F MORAN APPRAISALS	Adult Program	4/21/2026	\$ 450.00
WI HISTORICAL SOCIETY	Adult Display	4/21/2026	\$ 100.00
SACKEN, JEANNEE P	Adult Program	4/21/2026	\$ 300.00
FRIENDS OF KILBOURN PUBLIC LIBRARY	Large Print Rotation	4/21/2026	\$ 335.00
COMPLETE OFFICE OF WISCONSIN INC	Paper, cleaning, garbage bags, bulk amount of Dymo Labels	4/21/2026	\$ 539.66
	Party and gift for Heather's Anniversary, Adult Programs, Youth Programs, Digital signage software, new drawers for seed library, gift cards for staff training, Conference for Helen		
ELAN FINANCIAL SERVICES		4/21/2026	\$ 1,936.96
			\$ 3,661.62

DIRECTOR'S REPORT

Library News

- Our new self-checkout was delivered and installed in early May. It was paid for by the grant from the Carnegie Corporation. A small plaque has been ordered to acknowledge them.
- Flooring for the program room and stairs has been ordered. We will probably be looking at installing in August when the Summer Library Program is over.

Community Outreach

- We made bird feeders and windchimes with several families at the Columbus Arbor Day event at the Pavilion.
- The Library was also invited and will be participating in Pride in the Park on June 20 and Family Night for the 4th of July on June 30.

Youth Services

- The Homeschool Group has between 5 and 15 participants each Monday, depending on the activity. This past month the highlight was dissecting owl pellets.
- The Teens gathered together for a Cinco de Mayo party on May 4.
- The program room continues to be busy every Tuesday and Wednesday morning With Storytime or Music & Motion.
- April 23 the after school activity was an open Art Studio which welcomed 23 young people to get creative.

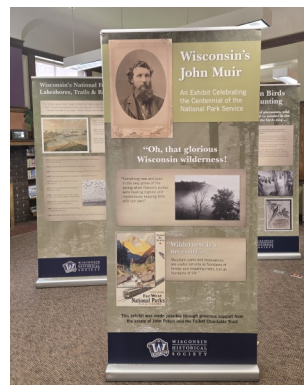


Adult Services

- For the month of May, there is the Wisconsin Historical Society's traveling exhibit on John Muir on display upstairs at the Library.
- Adult Craft Night met and painted their own sprayed edges on books. This is a popular trend in many romance and romantasy books.
- The Soft Pants Society will continue to meet monthly in the Annex. This is a peer-to-peer discussion group for stay-at-home caregivers that meets monthly.
- Author Andrea Thalasinis joined us on April 30 to discuss her book The Loneliness of Horses.
- We put out an interest survey about having a Mahjong group at the library. It came back with an overwhelming response of yes. We will be starting out with a group meeting on Friday mornings.

Upcoming Events

- The Library Book Clubs all continue to thrive. Our upcoming meetings are:
 - May 21– 3rd Thursday Book Club: Wild Dark Shore
 - May 28– Books & Beer: Author Peggy Jocque Williams
 - June 4– After Hours Books Club: We Are All Guilty Here
 - June 15– Romantasy Book Club: Wild Reverence
- May 22– Making Mocktails
- May 26– Safari Author Talk: Images of South Africa with Jeanee Sacken
- May 30– Antique Appraisals with Mark Moran
- June 3– A Celebration for Peter Kaland: Advocate of the Year
- June 11– Introduction to AI and American National Security
- June 17– Storytime at the Farm at Royal Guernsey Creamery



Meetings










- Columbia County Board and Directors meeting on May 15 at Kilbourn Public Library in Wisconsin Dells
- SCLS All Directors meeting on May 21 at Kilbourn Public Library in Wisconsin Dells

Building and Grounds

- Flooring has been ordered for the program room and the stairs. It will be installed in late June/early July. Each part will take about one day. We will figure out logistics when we get there.

Notes about the Statistics

- We installed a new door counter at the main entrance. This unit is less sensitive than the previous one, so while our traffic numbers may appear slightly lower, they will be more accurate. Please note that our April totals are also affected by a few days when no door counter was in place.
- With the new ILS, we were not able to get the reports for circulation and patrons added for April, yet.

Library Statistics		2026 Month	2026 YTD	2025 YTD	2025 Total	% Change from 2025 to 2026
	Visits (# door counts)	4,390	19,672	22,190	67,988	-11%
	Items Borrowed (total)	*	*	20,761	59,674	
	% Columbus residents		43%		46%	
	% Fall River residents		12%		12%	
	% Other Columbia County		21%		23%	
	% Dodge County		13%		11%	
	% Other		11%		8%	
	Digital Items Borrowed (# checkouts)	1,333	5,199	4,918	14,551	6%
	Books by Mail (# items sent)	23	57	46	135	24%
	Public Wi-Fi (# sessions)	5,205	21,468	18,030	39,324	19%
	Public Computer Use (# sessions)	250	994	914	2,592	9%
	Wireless Printing & Faxing (# jobs)	95	357	332	993	8%
	Community Use of Rooms (# attended)	108	478	385	1,135	24%
	Patrons Added (# added)	*	*	102	346	

Item #4.

Program Statistics	In-Person & Live Virtual (# programs)	In-Person & Live Virtual (# attended)	Self-Directed Activities (# participated)
Future Readers	19	325	2
Children	9	98	0
Teen	5	22	20
Adult	15	135	0
General Interest	6	55	0

<p>1. Has the Director demonstrated Leadership and Management Skills with respect to the Library and staff?</p>	
<ul style="list-style-type: none"> Facilitate regular staff meetings to support continuous learning and enhance collaboration and cohesion among team members. Actively promote and assist staff in identifying relevant continuing education opportunities. 	<p>5/2026- Helen will be attending the Play Make Learn Conference in June.</p> <p>5/2026- Kristen attended the Adult Library Services Program Swap at the Oregon Library (Catherine was on vacation).</p> <p>5/2026- All staff will participate in monthly online trainings through NeoGov via the City of Columbus. In May, the training course is titled "A Guide to Healthy Communication."</p>
<p>2. Has the Director demonstrated their ability to provide Budgetary, Fiscal, and Infrastructure Information to the Board?</p>	
<ul style="list-style-type: none"> Assess current and future space needs and make informed recommendations to the Board to enhance service to patrons. Create a strategic budget that promotes sustainable growth in staffing, building improvements, collection development, and programming. 	<p>5/2026- Installed new Self-Checkout in the children's area</p>
<p>3. Has the Director managed and/or developed Programming Initiatives and Resources for the Library and its patrons?</p>	
<ul style="list-style-type: none"> Collect and analyze patron feedback to design and implement new programs that meet community needs. Build upon and actively promote existing library programs to ensure continued engagement and success. 	<p>5/2026- Catherine is gathering information and working on creating a Mahjong group at the Library</p>
<p>4. Has the Director maintained Public Services/Relations and Communications with the Columbus community and surrounding areas?</p>	
<ul style="list-style-type: none"> Increase community awareness of the library's 	<p>4/2026- Added a TV screen upstairs for announcements and to share statistics with the library users.</p>

<p>current and future growth needs.</p> <ul style="list-style-type: none"> • Actively communicate the value of current library services and highlight opportunities for expanded offerings. • Create and implement a Legacy and Memorial Donation program and promote it to the community. 	
<p>5. Has the Director demonstrated her ability to provide the Board with Policy Assistance and/or Development Support pertaining to local, state, and national developments in the library field?</p>	
<ul style="list-style-type: none"> • Create and maintain a centralized policy manifest that documents all policies and their last review dates. • Ensure policies are reviewed and updated on a regular cycle, prioritizing those not reviewed in the past two years. • Develop and implement any missing policies to support effective operations and compliance. 	<p>5/2026- Went through all our policies and renamed them using the last date they were updated. 5/2026- Attended a director’s roundtable with SCLS staff where Library User Policies were discussed. We updated this policy last year and it does not need any further changes.</p>