



Library Board Meeting Agenda

Tuesday, June 16, 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. May 19, 2026 Library Board Meeting Minutes

Reports

2. Financial Secretary's Report

3. Bills- \$8,721.15

4. Library Director's Report

5. Library Director Goals

Literacy Council

Friends of the Library

Correspondence

Committee Reports

Unfinished Business

New Business

6. Election of Officers

7. Discussion regarding the potential addition of two new positions to the Library Board

8. Library Custodian Position

Adjourn

The next Library Board Meeting will be on July 21, 2026, at 5:00

**Columbus Public Library
Library Board Meeting
Tuesday, May 19, 2026
Phyllis Luchsinger Callahan Meeting Room**

Call to Order: Pete Kaland called the meeting to order at 5:05 p.m.

Present: Pete Kaland, Amanda Wakeman, Jim Schieble, Deb Haeffner, Trina Reid, Dana Pike, Shirley Berkley, Merry Anderson

Absent: Sue Salter, Nora Vieau

Roll Call, Introduction of Visitors Public Input:

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

Approval of Minutes April 21, 2026: Jim moved and Shirley seconded a motion to approve the minutes. Motion carried.

Reports

Financial Secretary's Report: The market continues to fluctuate but the fund realized a gain. CDAR rates continue to fall. CDAR 1 renewed 5/28/26 at 3.98% while CDAR 2 will renew on 7/16/26 at 3.72%. Dana moved and Deb seconded a motion to approve the Financial Report. Motion carried.

Bills: Bills of \$22,153.08 submitted which include \$7,595.00 for the self-checkout system paid for with the Carnegie grant and \$7,308.96 for a 50% downpayment on the new flooring. Merry moved and Deb seconded a motion to approve the bills. Motion carried.

Budget Comparison: No report available.

Library Director's Report:

As noted above, the new self-checkout was installed. A small plaque was ordered to acknowledge the Carnegie grant. Also, as noted above, the new flooring will probably be installed in August after the summer reading program ends.

Community Outreach:

Families made bird feeders and windchimes at the Columbus Arbor Day event in the Pavilion.

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:

The Home School Group meets each Monday with 5-15 participants. The past month's highlight was dissecting owl pellets.

Teens gathered for a Cinco de Mayo party on May 4.

The Program Room continues to be busy Tuesday and Wednesday mornings for Storytime and Music & Motion.

The April 23 after school activity was open Art Studio with 23 attending.

Adult Services:

For the month of May the Wisconsin Historical Society presented a traveling exhibit on John Muir.

Adult Craft Night featured spray painting book edges. This is a popular trend in many romance and fantasy books.

The Soft Pants Society, a monthly discussion group for stay-at-home caregivers, will continue to meet in the Annex.

April 30-Author Andrea Thalasinis discussed her book *The Loneliness of Horses*.

There was an overwhelmingly "yes" response to a survey about starting a Mahjong group. The group will meet Friday mornings.

Coming Up:

Book clubs continue to thrive.

May 21-3rd Thursday Book Club *Wild Dark Shore*

May 28-Books & Beer with author Peggy Jocque Williams

June 4-After Hours Book Club *We Are All Guilty Here*

June 15-Romantasy Book Club *Wild Reverence*

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

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-Celebration for Peter Kaland, Advocate of the Year

June 11-Badger Talk: Introduction to AI and American National Security

June 17-Storytime At the Farm at Royal Guernsey Creamery

Meetings:

May 15-Columbia County Board and Directors meeting at Kilbourn Public Library, Wisconsin Dells.

May 21-All Directors meeting at Kilbourn Public Library, Wisconsin Dells.

Facilities:

See flooring update above.

Notes about statistics. We installed a new door counter at the main entrance. It is less sensitive than the previous counter so while the numbers may be lower they may be more accurate. April totals were affected by those days when no counter was in place. Also, with new ILS we were not able to get circulation and patrons added reports for April.

Library Director's Goals:

Board will review quarterly and accept or take action.

For May:

Goal 1. Helen attending “Play Make Learn” Conference in June. Kristen attended Adult Library Services Program Swap at Oregon Public Library. All staff will participate in monthly online training through NeoGov via City of Columbus. May’s course titles “A Guild to Healthy Communication.”

Goal 2. Installed new self-checkout in children’s area.

Goal 3. Catherine creating a Mahjong group

Goal 4. Added TV screen upstairs for announcements and sharing statistics.

Goal 5. Sorted and renamed all policies using date they were last updated. Attended Director’s Roundtable to discuss User Policies which CPL updated last year.

President’s Report: None

Literacy Council Report: None

Friends of the Library: Received \$1,000 from United For Libraries which will be used for shelving in the Book Store. The Friends also will provide funding for 12 programs: 6 adult and 6 children’s programs.

Correspondence: None

Committee Reports:

See Bills and Director’s Report above.

Unfinished Business: None

New Business: None

Adjourn: Jim moved and Dana seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:40 p.m.

Next scheduled board meeting—June 16, 2026, at 5:00 p.m. in the Library.

Respectfully submitted,
Merry Anderson, Secretary

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Columbus Public Library - Financial Secretary Report

Date 6/16/2026

Bank Accounts				FMUB Checking Account - Information		
	Balance	Date	Interest YTD	Checking account transactions		To Date
FMUB CDAR 1 (3 mos.)	\$ 36,877.04	5/31/2026	\$746.41	36130.63	Total memorials, donations + grants	\$400.00 3/16/2026
FMUB checking	\$4,646.97	6/15/2026	\$5.50		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	\$ 58,932.19		\$933.23		Total dispersements	
CDAR1 at 3.72% matures 8/27/26						
CDAR2 at 3.72% matures 7/16/2026						
				Total YTD transactions		
				\$400.00		

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	\$ -	\$ (3,415.96)	\$ 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
June 30, 2026	\$ 430,790.23		\$ (469.12)	\$ 14,174.45	\$ 444,495.56
July 31, 2025	\$ 444,495.56		\$ (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
May 31, 2026	\$ 501,696.53		\$ (532.89)	\$ 12,394.71	\$ 513,558.35

Vendor		Input Date	Amount
Department: Library			
	AD Programs, Youth Programs, SLP		
ELAN FINANCIAL SERVICES	Adult Prize, 2026 Yearbook, magazine	6/2/2026	\$ 1,216.06
J & R AQUATIC ANIMAL RESCUE	Youth Animal Program for SLP	6/2/2026	\$ 354.39
RHYME BUSINESS PRODUCTS	Copier Lease	6/2/2026	\$ 218.47
	AD Books, DVDs, Youth Programs including		
	books for early literacy presenter,		
	story walk, and puzzle competition, AD		
AMERICAN EXPRESS	Programs	6/2/2026	\$ 1,802.42
			\$ 3,591.34

Vendor		Input Date	Amount
Department: Library			
COLUMBUS ACE HARDWARE	Annex Window Repair and Light Bulbs	5/19/2026	\$ 145.52
COMPLETE OFFICE OF WISCONSIN INC	Copier Paper	5/19/2026	\$ 131.97
ENVISIONWARE INC	Final Payment for the Self-Checkout	5/19/2026	\$ 1,575.00
INGRAM LIBRARY SERVICES	Books	5/19/2026	\$ 1,891.83
OTIS ELEVATOR COMPANY	Fuel Surcharge	5/19/2026	\$ 175.00
PERCELL, ZACHARY M	Summer Library Program	5/19/2026	\$ 550.00
PREMIUM WATERS INC	Water Delivery	5/19/2026	\$ 35.49
SPARK-LAUGH ENTERTAINMENT LLC	Summer Library Program	5/19/2026	\$ 350.00
WEGGELAND, KIMBERLY ANN	Summer Library Program	5/19/2026	\$ 275.00
			\$ 5,129.81

DIRECTOR'S REPORT

Library News

- The Summer Library Program is in full swing! We currently have 534 people signed up for the program.
- The Friends of the Columbus Public Library are generously sponsoring 6 children's programs and 6 adult programs for the rest of this year.
- On June 3 we celebrated Peter Kaland being named Advocate of the Year for Columbia County Libraries! Thank you who joined us for pie and music on the Library lawn, and to the Friends of the Library for Baking pies!
- We are celebrating June as Pride Month and Dairy Month at the Library! We are raffling off a set of beanbag boards and bean bags for Dairy Month that were donated by Mullins Short-Stop.



Community Outreach

- Pride in the Park- Catherine and Helen will be attending Pride in the Park on June 20 with crafts and library information.
- 4th of July Family Night- Amanda will be attending Family Night at the Pavilion on June 30 with crafts and handouts for kids.

Youth Services

- We have two teen interns joining us for the summer. Xandra Kauth and Emily Verhey are both students at Columbus High School and interested in working with libraries or with children. They bring a great energy to our summer program!
- Our first summer performer was Magician Zack Percell on the Library lawn on June 9. We had 143 people join!
- On June 10 Fire Chief Scott Hazeltine and Police Chief Dennis Weiner joined us for Storytime with the Chiefs.

Adult Services

- Making Mocktails was a hit with our adult crowd! We had a great group show up to enjoy some delicious drinks.
- The Antique Appraisals with Mark Moran had a full schedule with patrons with a variety of antiques as well as many on-lookers.
- The May 26 Author Talk with Jeannee Sacken has been moved to the fall due to some issues with the presenters computer.
- In July we will be starting a new program called Stay Crafty! This will be a craft class that will meet once a month in the morning. It will be lead by Amy and the first class will be on July 16 at 10:00.

Upcoming Events

- The Library Book Clubs all continue to thrive. Our upcoming meetings are:
 - June 18- 3rd Thursday Book Club: Atmosphere
 - June 25- Books & Beer: Author Sheila Lowe
 - July 2- After Hours Books Club: Every Summer After
 - July 15- Nonfiction Book Discussion: Midnight on the Potomac
 - July 16- 3rd Thursday Book Club: The Pretender
 - July 20- Romantasy Book Club: Bride
- June 17- Storytime at the Farm at Royal Guernsey Creamery
- June 18- Murder Mystery at the Annex: Time Travel Terror
- June 23- Frauds & Scam Presented by Associated Bank
- June 24- Ms. Kim's Amazing Animals
- June 24- Adult Craft Night: Painted Bricks
- June 26- Intro to Mah Jongg with Connie Schultz
- July 2- Prehistoric Pets with J & R Aquatic Animal Rescue



Meetings

- The Columbia County Library Board and Directors will be meeting on July 17 in Columbus.
- SCLS All Directors meeting on July 16 at Sun Prairie Public Library.

Building and Grounds

- A hole developed in the parking lot. DPW dug out the hole, back filled it and, are now monitoring it to see if it sinks any-more before the blacktop it.

Notes about the Statistics

- With the new ILS, SCLS is still not able to pull circulation or patrons added statistics yet. They will continue to work on it

Library Statistics		2026 Month	2026 YTD	2025 YTD	2025 Total	% Change from 2025 to 2026
	Visits (# door counts)	4,171	23,843	28,006	67,988	-15% Due to new door counter
	Items Borrowed (total)	*	*	25,423	59,674	
	% Columbus residents				46%	
	% Fall River residents				12%	
	% Other Columbia County				23%	
	% Dodge County				11%	
	% Other				8%	
	Digital Items Borrowed (# checkouts)	1,314	6,513	6,060	14,551	7.4%
	Books by Mail (# items sent)	11	68	70	135	-2.8%
	Public Wi-Fi (# sessions)	5,007	26,475	24,195	39,324	9.4%
	Public Computer Use (# sessions)	244	1,238	1,139	2,592	8.7%
	Wireless Printing & Faxing (# jobs)	75	432	406	993	6.4%
	Community Use of Rooms (# attended)	93	571	484	1,135	18%
	Patrons Added (# added)	*	*	129	346	

Program Statistics	In-Person & Live Virtual (# programs)	In-Person & Live Virtual (# attended)	Self-Directed Activities (# participated)
Future Readers	16	279	40
Children	24	852	50
Teen	4	26	0
Adult	12	177	0
General Interest	1	17	0

1. Has the Director demonstrated Leadership and Management Skills with respect to the Library and staff?	
- 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.	5/2026- Helen will be attending the Play Make Learn Conference in June. 5/2026- Kristen attended the Adult Library Services Program Swap at the Oregon Library (Catherine was on vacation). 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."
2. Has the Director demonstrated their ability to provide Budgetary, Fiscal, and Infrastructure Information to the Board?	
- 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.	5/2026- Installed new Self-Checkout in the children's area 6/2026- We are the recipients of a Literacy Bridges: Empowering 21st Century Communities grant from the Association for Small & Rural Libraries backed by the Carnegie Corporation. This \$25,000 grant will go for adult basic and digital literacy needs over the next two years.
3. Has the Director managed and/or developed Programming Initiatives and Resources for the Library and its patrons?	
- 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.	5/2026- Catherine is gathering information and working on creating a Mahjong group at the Library 6/2026- The new Mah Jongg group will begin meeting on Fridays starting on June 26. 6/2026- The Summer Library Program launched on June 8. We currently have about 100 people more signed up this year than we did last year at this time. 6/2026- We are starting another craft class at the library. This one will be in the morning and will be lead by Amy.
4. Has the Director maintained Public Services/Relations and Communications with the Columbus community and surrounding areas?	
Increase community awareness of the library's	4/2026- Added a TV screen upstairs for announcements and to share statistics with the library users.

current and future growth needs. • 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.	6/2026-Attended a webinar about relationships between Libraries and Municipalities.
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?	
• 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.	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. 6/2026- This month the Policy of the Month club is looking at Social Media policies. We just updated ours in 2025 and it is in line with what the POTM club recommends.