



Library Board Meeting Agenda

Tuesday, July 21, 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. June 16 Library Board Meeting Minutes

Reports

2. Financial Secretary Report

3. Bills-\$4,591

4. Director's Report

5. Director's Goals

Literacy Council

Friends of the Library

Correspondence

Committee Reports

Unfinished Business

New Business

6. Approve hire of Amy Berry as Custodian

7. Discussion and consideration of establishing a Library Building Fund and Legacy Giving Program

8. Presentation on the Literacy Bridges Grant

Adjourn

The next meeting of the Columbus Public Library Board will be on August 18, 2026 at 5:00 pm

**Columbus Public Library
Library Board Meeting
Tuesday, June 16, 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, Nora Vieau, Deb Haeffner, Trina Reid, Sue Salter, Dana Pike, Shirley Berkley, Merry Anderson
Absent: Shirley Berkley

Roll Call, Introduction of Visitors Public Input: Eileen Smith appeared before the Board to request employment reinstatement.

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

Approval of Minutes:

May 19, 2026 Library Board Meeting Minutes. Jim moved and Deb seconded a motion to approve the minutes. Motion carried.

Reports

Financial Secretary's Report: The Fund realized a gain of \$12,394.71. CDAR rates remained stable. CDAR 1 renews 7/16/26 at 3.72% while CDAR 2 will renew on 8/27/26 at the same rate. Dana moved and Deb seconded a motion to approve the Financial Report. Motion carried.

Bills: Bills of \$8,721.15 submitted Merry moved and Pete seconded a motion to approve the bills. Motion carried.

Budget Comparison: No report available.

Library Director's Report:

Pete thanked the Board for the June 3 reception on the Library lawn. He was named Advocate of the Year for Columbia County Libraries.

We currently have 534 people signed up to the Summer Library Program. As noted in May, the Friends of the Library are sponsoring 6 children's and 6 adult programs for the rest of the year. We celebrated Pride Month with Helen and Catherine at Pride in the Park on June 20, and Dairy Month. We also raffled off a set of beanbag boards and bean bags for Dairy Month donated by Mullins Short Stop

Youth Services:

We have two interns for the summer: Xandra Kauth and Emily Verhey, both energetic Columbus High School Students. They also are interested in working in libraries or with children.

Our first summer performer was June 9 with Magician Zack Percell on the Library Lawn. He was joined by 143 people.
Fire Chief Scott Hazeltine and Police Chief Dennis Weaver joined us for Storytime with the Chiefs on June 10.

Adult Services:

Making Mocktails was an adult hit.

Antique Appraisals with Mark Moran had a full schedule with patrons and many onlookers.

The May 26 Author Talk with Jeannee Sacken has been moved to fall.

On July 16 at 10:00 a.m. we will start a new Stay Crafty program. The craft class will be led by Amy and meet one morning a month.

Coming Up:

Book clubs continue to thrive.

June 18-Third Thursday Book Club: *Atmosphere*

June 25-Books & Beer: Author Sheila Lowe

July 2-After Hours Book Club: *Every Summer After*

July 15-Nonfiction Book Club: *Midnight on the Potomac*

July 16-Third 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 & Scams presented by Associated Bank

June 24-Mrs. Kims Amazing Animals

June 24-Adult Craft Night: Painted Bricks

June 26-Introduction to Mah Jongg with Connie Schultz

July 2-Prehistoric Pets wit J&R Aquatic Animal Rescue

Meetings:

July 16-SCLS All Directors meeting at Sun Prairie Public Library

July 17-Columbia County Board and Directors meeting in Columbus

Building and Grounds: DPW dug out the hole that developed in the parking lot, filled it and are monitoring to determine if it sinks anymore before blacktopping.

Notes about statistics. As noted last month SCLS is still not able to pull up circulation or patrons added statistics yet. It is a work in progress.

Library Director's Goals:

For June:

Goal 2. CPL received a Literacy Bridges: Empowering 21st Century Communities grant from the Association for Small and 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.

Goal 3. Starting a morning craft class led by Amy.

Goal 4. Attended a webinar on relationships between Libraries and Municipalities

Goal 5. The monthly SCLS Policy of the Month group looked at social medial policies. CPL updated its policy in 2025 and it is in line with the group recommendations.

President's Report: None

Literacy Council Report: Two new clients both from Colombia. Tutor training is being planned.

Friends of the Library: Now meeting every other month. Sponsored a free book coupon.

Correspondence: None

Committee Reports: None

Unfinished Business: None

New Business:

Election of Officers: Deb moved and Sue seconded a motion to elect the existing slate of officers for another one-year term. Officers are: Pete Kaland, President; Nora Vieau, Vice President; Merry Anderson, Secretary; Jim Schieble, Treasurer. Motion carried.

Discussed adding two new positions to the Library Board. Pete explained that as a Class IV community library we are limited by regulation to six members plus a county, city and school representative.

Adjourn: Jim moved and Dana seconded a motion to adjourn. Motion carried. Meeting adjourned at 6:03 p.m.

Next scheduled board meeting – July 21, 2026, at 5:00 p.m. in the Library.

Respectfully submitted,
Merry Anderson, Secretary

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Vendor	Invoice Number	Input Date	Amount
Department: Library			
STRUTZ, CURT S	Summer Library Program- Dinosaur Show	6/23/2026	\$ 495.00
INGRAM LIBRARY SERVICES	Books	6/23/2026	\$ 1,239.08
	Flight to Montgomery, Adult Programs, Youth Programs, Advocate Party, Cleaning supplies for staff	6/23/2026	\$ 2,072.65
ELAN FINANCIAL SERVICES			
COLUMBUS ACE HARDWARE	Cooler, lightbulbs, keys, dirt	6/23/2026	\$ 249.27
BRIGHT STAR CHILDREN'S THEATRE LLC	Summer Library Program- Play	6/23/2026	\$ 535.00
			\$ 4,591.00

DIRECTOR'S REPORT

Library News

- We are over the half way point with the Summer Library Program. We currently have 650 people participating, which is over 30 more than last summer.
- Our windows in the entryway and teen area were painted for us by Laura Wiechert. Be sure to check them out!

Community Outreach

- Pride in the Park- Catherine and Helen attended Pride in the Park on June 20.
- 4th of July Family Night- Amanda attended on June 30.
- National Night Out will be on August 4. The Library will be closing at 5:00 so we can have multiple staff at the event. Kristi designed the posters for the Police Department once again and we printed free of charge.

Youth Services

- We've had some great performances this summer! We've had a combination of hot and rainy weather so far, so two of our programs were in the air conditioning at the Community Center. Thank you to the generous donation of the Friends of the Library, we have been joined by:
 - Magician Zack Percell
 - James the Magician
 - Ms. Kim's Amazing Animals
 - J & R Aquatic Animal Rescue
- We hosted a T-Rex Tea Party on June 22
- In June we were joined by City of Columbus Finance Director Kendra Riddle for a special dragon storytime, which featured Kendra dressing up as a dragon!
- Emergency Management Director Bill Breunig joined us for a tornado themed storytime on July 14.
- We had a very big storytime at Royal Guernsey Creamery on June 17.
- Our summer interns Emily and Xandra have been busy helping with programs, coming up with their own programs, decorating the teen area, developing scavenger hunts, and even dressing up as a dinosaur!



Adult Services

- The new Mah Jongg group has been meeting every other Friday led by Connie Schultz.
- Adult Craft night created painted bricks in June. On July 16 we started a 2nd craft group. This one will meet monthly in the morning and will be lead by Amy.
- Associated Bank gave a presentation on Frauds and Scams on June 23.

Upcoming Events

- The Library Book Clubs all continue to thrive. Our upcoming meetings:
 - July 23- Books & Beer: Author Jim DeVita
 - August 6- After Hours Books Club: Kulti
 - August 17- Romantasy Book Club: A Fate Inked in Blood
 - August 20- 3rd Thursday Book Club: The Emperor of Gladness
- July 22- Bullysaurus Rex
- July 23- Libby Reads Luncheon: I See You've Called in Dead
- July 23- Adult and Teen Puzzle Competition
- July 27- Dinosaur Yoga
- July 29- Harry Potter Birthday Party
- July 30- Cookbook Club and Tasting
- August 3- Dinosaur Dimensions
- August 11- End of Summer Reading Party



Meetings

- The Columbia County Library Board and Directors met on Friday, July 17 in Columbus
- SCLS All Directors met on July 16 at the Sun Prairie Library
- Amanda will be gone September 15-20 to the Association for Rural and Small Libraries Conference in Montgomery, AL.

Library Statistics		2026 Month	2026 YTD	2025 YTD	2025 Total	% Change from 2025 to 2026
	Visits (# door counts)	5,026	28,869	34,639	67,988	-16%*
	Items Borrowed (total)	5,176	27,066	31,141	59,674	-13%*
	% Columbus residents		*		46%	
	% Fall River residents		*		12%	
	% Other Columbia County		*		23%	
	% Dodge County		*		11%	
	% Other		*		8%	
	Digital Items Borrowed (# checkouts)	1,292	7,805	7,126	14,551	10%
	Books by Mail (# items sent)	14	82	82	135	0%
	Public Wi-Fi (# sessions)	6,258	32,733	29,565	39,324	11%
	Public Computer Use (# sessions)	223	1,461	1,353	2,592	8%
	Wireless Printing & Faxing (# jobs)	99	531	494	993	7%
	Community Use of Rooms (# attended)	115	686	572	1,135	20%
	Patrons Added (# added)	*	*	170	346	*

Notes about the Statistics*

- With the new ILS, SCLS is still not able to pull circulation data for specific locations or patrons added statistics yet. They will continue to work on it.
- We purchased a new door counter that is less sensitive than our old. While our numbers are down, they are more accurate.
- Our circulation numbers are down significantly, which seem to be due to the transition to the new system.

Program Statistics	In-Person & Live Virtual (# programs)	In-Person & Live Virtual (# attended)	Self-Directed Activities (# participated)
Future Readers	9	286	29
Children	3	40	0
Teen	3	21	0
Adult	14	151	1
General Interest	6	582	154

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- 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." 7/2026- Helen attended the Play Make Learn Conference in Madison.
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. 7/2026- We continue to promote the Summer Library Program. We have surpassed last year's number of participants and are continually getting new registrations.
4. Has the Director maintained Public Services/Relations and Communications with the Columbus community and surrounding areas?	

• Increase community awareness of the library's 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.	4/2026- Added a TV screen upstairs for announcements and to share statistics with the library users. 6/2026-Attended a webinar about relationships between Libraries and Municipalities. 7/2026- Started working on a brochure about leaving a financial legacy at the Library.
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. 7/2026- Attended a zoom webinar led by DPI about policies and updating policies.

LITERACY BRIDGES



Empowering 21st
Century Communities

Grant opportunity made possible by

Andrew Carnegie
FOUNDATION

and



ARSL
THE ASSOCIATION FOR
RURAL & SMALL LIBRARIES



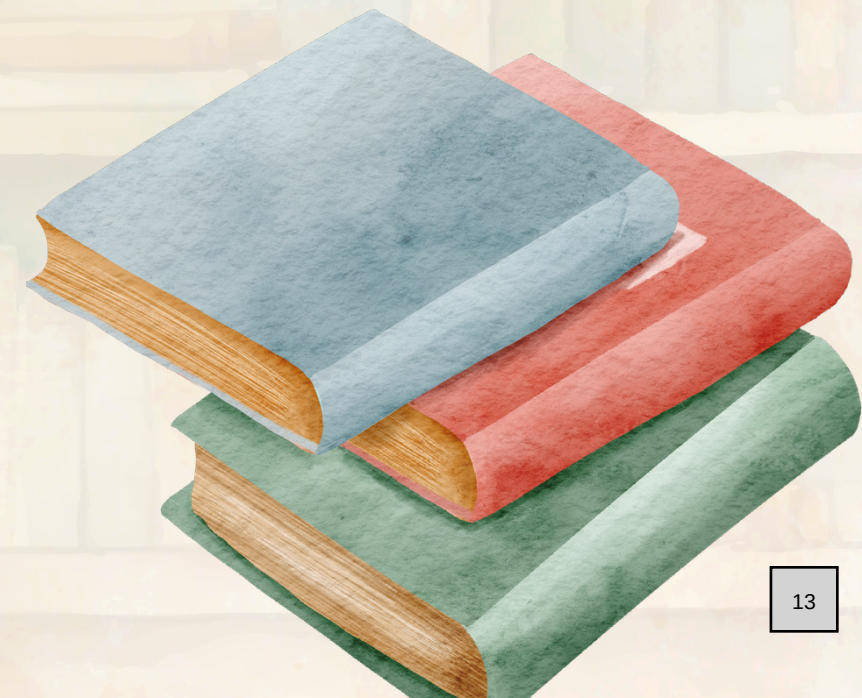
LITERACY BRIDGES

- Invitation-only competitive grant
 - Must be a Carnegie-built library
 - Small public library with a legal service population below 25,000
 - Rural public library located more than 10 miles from an urbanized area
- \$25,000 to spend on new or expanded Adult Literacy programming and participation in professional development
- 66 total winners- 33 in each Cohort



EXPECTATIONS

- Attend monthly training sessions via Zoom from July 2026-March 2027
- Attend the 2026 and 2027 ARSL Conferences
 - September 15-20, 2026-Montgomery, Alabama
 - September 14-18, 2027-Milwaukee, Wisconsin
- Create local programs that start between April 2027-October 2027



HOW CAN THE MONEY BE SPENT

- Program marketing, including outreach materials, activities, and digital marketing costs
- Materials including books, educational and project supplies, and materials for in-person events
- Technology such as tablets, laptops, software licenses, and digital infrastructure upgrades
- Development of community partnerships and resource sharing
- Data collection, outcome measurement, and other evaluation and grant reporting needs
- Staff hours during training calls and conferences, backup staff coverage, and time delivering programs
- Registration and travel for the staff member to attend the ARSL conferences
- Ongoing staff professional development, such as specialized workshops, certifications, and training beyond this program



SOME EARLY IDEAS

- Support the Literacy Council by funding outreach events for tutors and purchasing a laptop
- Workshops on:
 - Smartphone Basics
 - Online Safety
 - Resume Writing 101
 - Zoom and Online Interview Skills
 - Job Searching online
 - Library Apps (Libby and LINKcat)
 - Intro to Canva
 - AI Basics
- Professional Book Scanner



TIMELINE AND REPORTING

- \$25,000 has already been received
- Money must be spent within two years (June 2028)
- A brief final grant report will be due at the end of the cycle.
 - No receipts or budget will be required.

