



Library Board Meeting Agenda

Tuesday, April 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. March 17 Meeting Minutes

Reports

2. Financial Secretary's Report

3. Bills-\$5,011.29

4. Library Director's Report

5. President's Report

Literacy Council

6. New Coordinator- Kasey DeWitt

Friends of the Library

Correspondence

Committee Reports

7. Ad Hoc Flooring Committee

Unfinished Business

New Business

8. Library Director's Goals for 2026

Adjourn

Next meeting will be on May 19 at 5:00 pm

**Columbus Public Library
Library Board Meeting
Tuesday, March 17, 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, Merry Anderson
Absent: Nora Vieau, Shirley Berkley

Roll Call, Introduction of Visitors Public Input: We welcomed Mayor Joe Hammer.

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

Approval of Minutes February 20, 2026: Pete moved and Deb seconded a motion to approve the February Minutes. Motion carried.

Reports

Financial Secretary's Report: CDAR 1 matures on 5/28/26 at 3.98%. Rates continue to decline. CPL received a \$400 gift in memory of Pat Showers. Dana moved and Deb seconded a motion to approve the Financial Report. Motion carried.

Bills: Bills of \$15,164.59 submitted which include \$8,832.00 to SCLS for Delivery Fee and Digital Media Pool Fee. Jim moved and Sue seconded a motion to approve the bills. Motion carried.

Budget Comparison: No report available.

Library Director's Report:

Staff is in the process of training on the new SCLS system. The current system will be down from April 12-15 with patrons still able to check out materials. However, we will not be able to make changes or check anything in. Patrons will not have access to their accounts. The new system will go live on April 16.

The seed library will be back coordinated by volunteer Harvey Hoon.

Community Outreach:

Helen participated in Literacy Night at Columbus Elementary School on March 4.
CPL will participate in Arbor Day at the Pavilion on April 25.

Youth Services:

Family Pizza and Board Game Night had a crowd on February 20. Thanks to a generous donation to our youth programs, we can bring this popular program back monthly. Teens had another successful Be Your Own Barista program.

Homeschool group continues to thrive with a Ball Python and Golden Retriever program for show-and-tell.
We had a special Dr. Seuss storytime and STEAM program with Nathan Barnes from the Columbus Fire Department.

Adult Services:

Murder Mystery at the Annex had a great turnout February 24.
Quarterly Cookbook Club and Tasting continues to be deliciously popular.
With the popularity of Hooked on Books & Yarn, we started having "Craft-In" nights twice a month. The first meeting had great turnout with anticipation for further meetings.
We will add a monthly "Read-In" one Saturday morning a month where patrons can discuss books they are currently reading.
The March 12 Gaelic Harp player had to cancel so Catherine led an Irish sing-along in the Annex.

Coming Up:

3/19-Third Thursday Book Club: *How Does That Make You Feel?* by Magda Eklund
3/19-Book Dragons Writing Club
3/21-Huma Siddiqui Cooking Demo
3/23, 4/6, 4/20-Craft In
3/24-Elements of Storytelling with Valerie Biel
3/26-Teen and Adult Puzzle Competition
3/26-Books & Beer with author Sue Berg
4/7-Hooked on Books & Yarn
4/8-Check it Out: Chess! Strategy program with Louis Pace
4/9-After Hours Book Club: *The Perfect Divorce*
4/9-Libby Reads author talk and luncheon
4/15-Nonfiction Book Discussion: *Beyond Anxiety*
4/16-Third Thursday Book Club: *The Mighty Red*
4/20-Romantasy Book Club: *Assistant to the Villan*

Meetings:

Amanda is attending the Public Library Assn. Conference in Minneapolis March 31-April 3.
The Columbia County Board and Directors met March 6 and again voted to give each library \$500 to offset delivery expenses.

Facilities:

Otis Elevator Repair did an inspection and the elevator is working great. However, outside the elevator on the main floor they identified a tripping error which DPW was able to fix.

Library Director's Goals:

See Committee Reports: Personnel Committee

President's Report: None

Literacy Council Report: Merry and Kasey DeWitt, the new CLC coordinator, attended a meeting of an ecumenical group at an area church to learn about local issues with our Hispanic neighbors. Church representatives attending were receptive to CLC holding tutoring sessions in their facilities as the library is a public building and might not be safe for immigrants. A member of the Hispanic community said their key needs include legislative advocacy and continued English tutoring. The meeting built awareness of the importance and role of the CLC which is a positive and encouraging sign.

Friends of the Library: The Book Store is doing well. Angelique Pasellas is the new vice president.

Correspondence: The Columbia County Board voted Pete Kaland Advocate of the Year for 2026.

Committee Reports:

Personnel Committee: The Director Evaluation process was explained and discussed. Sue moved and Merry seconded a motion to approve the evaluation process. Motion carried.

Unfinished Business:

Flooring for Program Room and Stairs. Suggested styles and colors presented for comment. Sue moved and Dana seconded a motion to reward the project to Canales Flooring for \$15,000. An Ad Hoc committee of Trina, Amanda and Deb will make the final decision as to color and style. Motion carried.

New Business:

Future of Self-Checkout Machine. Amanda received two quotes for purchase. She checked with other libraries and Envisionware not only was recommended but was nearly \$7,000 less expensive. This equipment will be funded by the Carnegie Grant.

Closed Session:

Convened to closed session per 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which governmental body has jurisdiction or exercises responsibility, specifically to discuss the annual evaluation of the Library Director.

Adjourn: Jim moved and Dana seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:20 p.m.

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

Respectfully submitted,
Merry Anderson, Secretary

Vendor	Invoice Number	Input Date	Amount
Department: Library			
INGRAM LIBRARY SERVICES	Books- AD, YA, and CH	3/24/2026	\$ 1,155.66
RHYME BUSINESS PRODUCTS	Copier Lease	3/24/2026	\$ 210.42
ROTARY CLUB OF	2025-2026 Dues	3/24/2026	\$ 182.00
	Adult Programs, Youth Programs, Party for		
ELAN FINANCIAL SERVICES	HK, Costco Membership Renewal	3/24/2026	\$ 1,004.19
			\$ 2,552.27

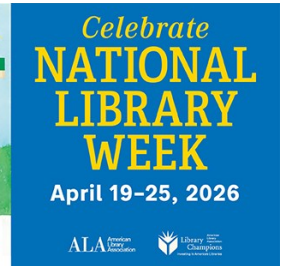
Vendor		Input Date	Amount
Department: Library			
	Amazon- Adult and Children's programs, DVDs, TV for Display, SLP Prizes, AD Books	4/6/2026	\$ 1,212.67
AMERICAN EXPRESS	Spring and Fall Youth Writing Workshops	4/6/2026	\$ 875.00
BIEL JOHNSON, VALERIE	Copier Lease	4/6/2026	\$ 210.42
RHYME BUSINESS PRODUCTS	Staff T-shirts and prizes	4/6/2026	\$ 107.94
COLLABORATIVE SUMMER	Water Delivery	4/6/2026	\$ 52.99
PREMIUM WATERS INC			
			\$ 2,459.02

DIRECTOR'S REPORT

Library News

- Happy National Library Week!
- The changeover to SirsiDynix went very well!

On April 12-15, we were able to check out patrons via offline circulation. On April 16 the new system was up and running in the morning. Susan, Deb, Amy, and Angelic were able to get everything checked-in and put away before noon!



- The Columbia County Library Board has chosen Peter Kaland as the 2026 Library Advocate of the Year. To celebrate this accomplishment, we will have a part on the library lawn Wednesday, June 3. Mark Croft will be performing as we invite the community for a pie social.
- The Seed Library is back up and running! Thank you to Harvey Hoon who got all the seeds donated and took the time to divide them up. This has been a popular offering for our patrons.

Community Outreach

- The Library will once again be participating in Arbor Day on April 25 at the Pavilion. At our booth children can make a bird feeder or a wind chime.
- 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 Book Dragons continue to meet each month to work on their writing pieces. In April they are joined each week by Valerie Biel for a Creative Writing Workshop.
- The week of April 5 was Spring Break in Columbus, so each day was a fun program including movies, games, crafts, and bingo!

Adult Services

- Huma Siddiqui demonstrated a delicious recipe for a crowd on March 21. This time her dishes featured okra along with her Pakistani spices.
- Valerie Biel worked with small group of aspiring authors on March 24.
- On April 9 we hosted a luncheon and virtual author visit for a Libby Reads event.

Meetings










- Amanda did not attend the PLA Conference in Minneapolis as planned due to illness. She was able to switch the registration to virtual and attend sessions that way.

Building and Grounds

- A window pane fell out of the attic window at the Annex. Devon from DPW was able to fix it using plexiglass.
- The roof was leaking after the large snowstorm in March. Great Lakes Roofing came and discovered it was a leaking turbine vent. They reinstalled the vent and it hasn't leaked since, even with heavy rain and wind.

Coming Up at the Library

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| <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • May 4– Teen Afternoon: Cinco de Mayo Party • May 7– Library After Hours Books Club: My Friends • May 9– Adult Read-In • May 11– Art from the Heart Club • May 14– Teen and Adult Puzzle Competition <p>Ongoing Programs-</p> <p>Every Monday– Homeschool Program</p> <p>Tuesdays/Wednesdays– Preschool Storytime and Music and Motion</p> |
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Library Statistics		2026 Month	2026 YTD	2025 YTD	2025 Total	% Change from 2025 to 2026
	Visits (# door counts)	5,244	15,282	15,857	67,988	-3%
	Items Borrowed (total)	4,436	13,831	15,049	59,674	-8%
	% 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)	1,331	3,866	3,737	14,551	3%
	Books by Mail (# items sent)	11	34	46	135	-26%
	Public Wi-Fi (# sessions)	4,480	16,263	13,057	39,324	25%
	Public Computer Use (# sessions)	248	744	698	2,592	7%
	Wireless Printing & Faxing (# jobs)	118	262	240	993	9%
	Community Use of Rooms (# attended)	137	370	284	1,135	30%
	Patrons Added (# added)	32	70	78	346	-10%

Item #4.

Program Statistics	In-Person & Live Virtual (# programs)	In-Person & Live Virtual (# attended)	Self-Directed Activities (# participated)
Future Readers	18	250	2
Children	9	132	0
Teen	4	27	0
Adult	16	165	0
General Interest	1	19	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>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>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>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>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. 	