



PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AGENDA

THURSDAY, June 12, 2025 AT 5:30 PM

100 S. WATER ST., WATERTOWN, WI 53094 - 2ND FLOOR CONFERENCE ROOM

1. CALL TO ORDER / ROLL CALL

Jarred Burke	P	Charity Chandler	P	Kerry Kneser	A	Tom Kohls	P
Chris Koppes	P	Andi Merfeld	A	Beth Mueller	P	Sarah Oudenhoven	P
Erin O'Neill	P	Bob Wetzel	A				

Also present: Checkai, Peerenboom, Hernandez

2. REVIEW CORRESPONDENCE - NONE

3. CITIZENS TO BE HEARD - NONE

4. APPEARANCES - NONE

5. NEW BUSINESS

A. Resolution 2025-5: Acknowledgement of Christopher Koppes' service to the Library Board of Trustees

B. Review and take action: Selling antique library paper ephemera

Oudenhoven made a motion to approve the disposal of ephemera by giving them to the Friends of the Library. Seconded by Mueller. Roll call vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	-	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	-	Beth Mueller	Y	Sarah Oudenhoven	Y
Erin O'Neill	Y	Bob Wetzel	-				

6. UNFINISHED BUSINESS

A. Update: Additional cameras in the facility

- Installation to take place 07/15/2025

B. Review and take possible action: by-Laws of the Board of Directors/Jefferson Co. appointment

- Oudenhoven will follow up with Mayor Stocks to discuss further

C. Review and take action: Sally Mundt Estate document

Burke made a motion to accept Sally Mundt estate as stated in the 5/28/2025 document. Seconded by Kohls. Roll call vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	-	Tom Kohls	Y
Chris Koppes	A	Andi Merfeld	-	Beth Mueller	Y	Sarah Oudenhoven	Y
Erin O'Neill	Y	Bob Wetzel	-				

- D. Review and take possible action: Proposed contract between Library Board of Trustees and Watertown Family Connections

Burke made a motion to approve the contract with the Library Board of Trustees and Watertown Family Connections. Seconded by Oudenhoven. Roll call vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	-	Tom Kohls	Y
Chris Koppes	A	Andi Merfeld	-	Beth Mueller	Y	Sarah Oudenhoven	Y
Erin O'Neill	N	Bob Wetzel	-				

- E. Review and take possible action: MOU between the Library Board of Trustees and Watertown Police Department

Koppes made motion to direct Checkai to connect with the City of Watertown attorney's office to articulate the concerns expressed by the WPL's attorney regarding open records and navigate next steps. Chandler seconded. Roll call vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	-	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	-	Beth Mueller	Y	Sarah Oudenhoven	Y
Erin O'Neill	Y	Bob Wetzel	-				

- F. Review and take possible action: Proposed Strategic Plan Update

- Grant was submitted and is in review - the Board awaits the results of grant submission
- WILS Proposal was updated to reflect June - December 2025 Strategic Plan work

7. DIRECTOR'S REPORT

- A. May Director's Report
- B. May Statistics
- C. Unplanned Expenses
- D. May Budget

8. TRUSTEE'S REPORT

- A. WPL Board Committee Assignments to be determined at July Board meeting
- B. Mark Steven's updates on where to invest funds

9. PRESIDENT'S REPORT

- A. Grant proposal awaits decision

10. Personnel and Policy

- A. Resolution 2025-3 Sophia Manske
- B. Resolution 2025-4 Kaitlyn VonBehren

Chandler made a motion to approve Resolutions 2025-3 and 2025-4. Seconded by Kohls. Roll call

vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	-	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	-	Beth Mueller	Y	Sarah Oudenhoven	Y
Erin O'Neill	Y	Bob Wetzel	-				

11. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

A. June Bills

B. Minutes from May 8, 2025

- Burke's name is spelled incorrectly in the May 2025 minutes

BM made a motion to approve Consent Agenda items. TK seconded. Roll call vote:

Jarred Burke	Y	Charity Chandler	Y	Kerry Kneser	-	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	-	Beth Mueller	Y	Sarah Oudenhoven	Y
Erin O'Neill	Y	Bob Wetzel	-				

12. ADJOURNMENT

Burke made a motion to adjourn the meeting at 6:38pm. Kohls seconded. Approved.

These meeting minutes are uncorrected and stand as such until approved at the next Board of Trustees Meeting to be held on Thursday, July 10, 2025, 5:30pm.

Respectfully submitted,

Sarah Oudenhoven, President