



PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

THURSDAY, FEBRUARY 12, 2026 AT 5:30 PM

1. CALL TO ORDER / ROLL CALL

		Charity Chandler	P	Tom Kohls	P	Andi Merfeld	P
Beth Mueller	P	Sarah Oudenhoven	A	Erin O'Neill	P	Bob Wetzel	P

2. REVIEW CORRESPONDENCE

Checkai shared correspondence

3. CITIZENS TO BE HEARD - NONE

4. APPEARANCES - NONE

5. NEW BUSINESS

A. Review and take action on 2025 State Annual Report

- Checkai reviewed data highlights

Mueller made motion to approve 2025 State Annual Report. Wetzel second. Approved.

Roll call vote

		Charity Chandler	Y	Tom Kohls	Y	Andi Merfeld	Y
Beth Mueller	Y	Sarah Oudenhoven	A	Erin O'Neill	Y	Bob Wetzel	Y

B. Resolution #2026-3 Acknowledgement of Kerry Kneser's service to the Library Board of Trustees

Chandler made motion to approve Resolution #2026-3 Acknowledgement of Kerry Kneser's service to the Library Board of Trustees. Mueller seconded. Approved.

6. UNFINISHED BUSINESS

A. Review and take action: Fund 11-Fund Balance Policy

O'Neill made motion to accept Fund 11-Fund Balance Policy. Chandler seconded. Approved.

Roll Call Vote

		Charity Chandler	Y	Tom Kohls	Y	Andi Merfeld	Y
Beth Mueller	Y	Sarah Oudenhoven	A	Erin O'Neill	Y	Bob Wetzel	Y

B. Discuss and take action on investment recommendation made by Library Finance Committee

Wetzel made motion to approve investment recommendation made by Library Finance Committee.

Mueller seconded. Approved.

Roll Call Vote

		Charity Chandler	Y	Tom Kohls	Y	Andi Merfeld	Y
Beth Mueller	Y	Sarah Oudenhoven	A	Erin O'Neill	Y	Bob Wetzel	Y

C. Review and take possible action: Library Strategic Plan

Moving forward nicely. Reviewed goals and objectives. Once completed, team will bring plan to full board for prioritization and implementation.

D. The Library Board of Trustees will convene into Closed Session under exemption 19.85(1)c for the purpose of “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (LB Hours)

Wetzel made motion to move into closed session. Kohls seconded. Approved.

Chandler made motion to support accommodations as outlined. Mueller seconded. Approved.

E. Reconvene into open session: Take action on closed session discussion

Mueller made motion to reconvene into open session. Wetzel seconded. Approved.

F. Update on website design

- Hernandez reported good progress is being made. Goal is to be completed by early April.
- Press release will be written to announce the new website and highlight benefits to users.

7. DIRECTOR'S REPORT

A. Director's Report

Hernandez reported out for Checkai. Highlights include:

- Part-time custodian position has been approved.
- New position starting next week in reference and circulation.
- Scissor lift has been ordered and expected to come on Feb 16th.
- Gaming room has been made into meeting space.

B. Review monthly highlights, budget figures and statistics

Hernandez reported out for Checkai.

8. TRUSTEE'S REPORT

- Follow-up on Library Fund Balance Policy re: citation for going below fund balance

9. PRESIDENT'S REPORT - NONE

10. PERSONNEL AND POLICY

A. Resolution #2026-2 Library Assistant

- New employee library assistant starting on Monday in Reference.

Chandler made motion to approve Resolution #2026-2 Library Assistant. Mueller seconded. Approved.

Roll Call Vote

		Charity Chandler	Y	Tom Kohls	Y	Andi Merfeld	Y
Beth Mueller	Y	Sarah Oudenhoven	A	Erin O'Neill	Y	Bob Wetzel	Y

11. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

- A. Public Library minutes from January 8, 2026
- B. Finance Meeting minutes from January 27, 2026
- C. February 2026 bills

Chandler made Motion to approve Consent Agenda items . O'Neill seconded. Approved.

Roll call vote

		Charity Chandler	Y	Tom Kohls	Y	Andi Merfeld	Y
Beth Mueller	Y	Sarah Oudenhoven	A	Erin O'Neill	Y	Bob Wetzel	Y

12. ADJOURNMENT

Kohls made motion to adjourn meetings at 6:45pm. Chandler 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, March 12, 2026, 5:30pm.

Respectfully submitted,

Andi Merfeld, Secretary