

PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AGENDA

THURSDAY, JUNE 11, 2026 AT 5:30 PM

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

1. CALL TO ORDER / ROLL CALL

Charity Chandler	P	Rita Haase	P	Tom Kohls	P
Chris Koppes	P	Andi Merfeld	P	Emily Lessner	P
Dave Morstad	P	Beth Mueller	P	Sarah Oudenhoven	A

Also present: Watertown Public Library Staff: Tina Peerenboom, Jaime Hernandez, Cari Gunderson

2. CITIZENS TO BE HEARD - NONE

3. NEW BUSINESS

A. Discuss and take action: Request to review Facilities Maintenance Manager Position

Motion made by Koppes to review Facilities Maintenance Manager pay. Seconded by Merfeld. Approved.

Roll call Vote:

Charity Chandler	Y	Rita Haase	Y	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	Y	Emily Lessner	Y
Dave Morstad	Y	Beth Mueller	Y	Sarah Oudenhoven	A

B. Discuss and take action: Strategic Plan presentation to City Council

- Mueller will help Hernandez with presentations to City Council as needed.
- Hernandez will get strategic plan presentation put on council agenda.

C. Discuss and take possible action: Recognition of Peg's years of service to the library

- Checkai's last day: July 6thThe Board
- Board would like to hang a plaque in an entry way of the library. Koppes will do first draft of text and circulate to Board

- Chandler will purchase card and gift
- Hernandez will make a resolution for next meeting

D. Convene into closed session per “Wis.Stat. S. 19.85(1)(c) closed session 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 (CG)

Motion made by Morstad to move into closed session. Mueller seconded. Motion approved.

E. Reconvene into open session

Motion made by Morstad to move into open session. Haase seconded. Approved.

4. UNFINISHED BUSINESS

A. Convene into closed session per “Wis.Stat. S. 19.85(1)(c) closed session 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 (update on first round of candidate interviews and presentation of finalists)

Motion made by Mueller to move into closed session. Merfeld seconded. Approved.

B. Reconvene into open session

Motion made by Koppes to move into open session. Mueller seconded. Approved.

C. Review and take possible action: Approval of final interview candidates and interview schedule

Motion made by Koppes for executive search committee to schedule a final interview candidates for Director. Morstad seconded. Approved.

5. DIRECTOR'S REPORT

A. Review: Monthly highlights, budget figures and statistics

- Hernandez shared update.

6. PRESIDENT'S REPORT - NONE

7. PERSONNEL AND POLICY

A. Resolution #2026-8 Library Page

Motion made by Chandler to approve resolution #2026-8 Library Page. Morstad seconded. Approved.
Roll call vote:

Charity Chandler	Y	Rita Haase	Y	Tom Kohls	Y
Chris Koppes	Y	Andi Merfeld	Y	Emily Lessner	Y
Dave Morstad	Y	Beth Mueller	Y	Sarah Oudenhoven	A

8. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

- Minutes from May 14, 2026
- Minutes from May 28, 2026
- June 2026 Bills
- Unplanned Expenses as of May 29, 2026

Motion made by Koppes to approve Consent agenda items, with the exception of the conversion bill which is outstanding. Kohls seconded. Approved..

9. ADJOURNMENT

A. Next meeting date: July 9, 2026

Motion made by Koppes to adjourn. Haase 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, August 13 , 5:30pm.

Respectfully submitted,

Andi Merfeld, Secretary