Library Board of Trustees

Whitewater Public Library, Meeting Room 2
431 West Center St., Whitewater, WI, 53190
*In Person and Virtual

Monday, July 20, 2026- 6:30 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone. Citizen participation is welcome during topic discussion periods.

Please click the link below to join the webinar:

https://teams.microsoft.com/meet/238002657283787?p=BVMvRGBDpRZrh7p6b2

Meeting ID: 238 002 657 283 787

Passcode: mA6E4AS2

Telephone: +1 (929) 229-5663

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum.

MINUTES

CALL TO ORDER 6:30

Present: Kelly Davis, Elizabeth Miller, Steven Sahyun, Kathy Retzke, Doug Anderson

Not Present: Camden Harlan, Tara McKenzie-Peotter

Library Staff Present: Diane Jaroch (Director) and Sarah French (Assistant Director)

APPROVAL OF AGENDA

Doug Anderson motioned to approve, Elizabeth Miller seconded, and the motion passed unanimously.

A Board member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Board to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.

CONSENT AGENDA
Items on the Consent Agenda will be approved together unless any Board member requests that an item be removed for individual consideration.

1. Approval of the minutes of the June 15, 2026 meeting
2. Approval of Payment of Invoices for June 2026

3. Acknowledgement of Receipt of June 2026 Statistical report
4. Acknowledgement of Receipt of Financial reports
5. Acknowledgement of Receipt of June 2026 Treasurer's reports

Doug Anderson motioned to approve, Kelly Davis seconded, and the motion passed unanimously.

HEARING OF CITIZEN COMMENTS

No formal Board action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three-minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Board discusses that particular item.

To make a comment during this period, or any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

No citizens were present to comment.

OLD BUSINESS

6. Library Building general update

The expansion to the donor wall is in progress and will be complete before the end of the year.

NEW BUSINESS

7. Board education trustee training video: Who Runs the Library?
8. Library Administration Analysis and Budget Recommendations 2027-2028 presentation by Assistant Director, Sarah French

The self check-out went live last Friday!

The teen volunteers program is going well!

2027 Budget Recommendations: Choose a direction for the Strategic Plan (three options: Complete rework of plan with WiLS ($20k) or UW-Extension ($17k), WiLS Revision ($13k), Rachel Arndt Consulting ($2k)), hire a paid Teen Summer Intern ($500), analyze wages for technical staff.

Kathy Retzke moved to increase the recommendation for an additional .70 FTE Library Associate to 1.0 FTE. Steven Sahyun seconds the motion.

9. Assignment of Trustees to the Board Development Committee and Evaluation Committee

Kelly Davis motioned for a slate of Doug Anderson, Kelly Davis, and Elizabeth Miller to the Board Development Committee. The motion passed unanimously.

Kelly Davis motioned for a partial slate of Kelly Davis and Kathy Retzke to be appointed to the Evaluation Committee. The board will revisit this at the next meeting when all members are present.

10. Mid-Year Review of the 2026 Strategic Plan Activities

CONSIDERATIONS / DISCUSSIONS / REPORTS

11. Staff reports

12. Board reports

Kathy Retzke shared the Treasurer's report. Our bank accounts are now finally consolidated down to ONE account!

CONFIRMATION OF NEXT MEETING: Monday, August 17 at 6:30 pm in Library Meeting Room 2.

ADJOURNMENT

Elizabeth Miller motioned to adjourn the meeting at 7:45 pm, and Kelly Davis seconded the motion. The motion passed unanimously.

Anyone requiring special arrangements is asked to call the library (262-473-0530) at least 72 hours prior.