

MEETING:	GERMANTOWN COMMUNITY OF THE LIBRARY BOARD
DATE AND TIME:	Wednesday, September 24, 2025 5:30 PM
LOCATION:	Germantown Community Library N112W16957 Mequon Road

MINUTES

I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
 The regular meeting of the Germantown Community Library was called to order by President Joyce Nelson at 05:30 PM.

II. **ROLL CALL:**
Present: Library Board President Joyce Nelson, Library Board Member Darlene Vosen, Library Board Member Charlene Brady, Library Board Member Sarah Larson
Absent: Trustee Pieper
Excused: Member Joletta Kerpan, School District Representative Katie Kohel
Also present: Library Director Trisha Smith, Circulation Manager Catherine Lee

III. **APPROVAL OF AGENDA:**
Motion: Approve as presented
Motioned By: Darlene Vosen
Seconded By: Charlene Brady

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Sarah Larson
No: None
Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

IV. **MEETING MINUTES:**

A. August 27, 2025, Meeting Minutes - DRAFT (Action)
Motion: Approve as presented
Motioned By: Sarah Larson
Seconded By: Charlene Brady

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Sarah Larson
No: None
Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*

VI. **FINANCIAL MATTERS:**

A. Treasurer's Report

Vosen reported CD #3 for \$15,000 that is designated for library furniture, will mature on October 4, 2025. The CD will not be renewed and the \$15,000 initial CD investment will be deposited in the Library Board checking account to reimburse the library for library furniture purchases. The interest earned on the CD will be added to the Library Board Building Fund and marked as 'Un-designated'.

Motion: Approve as presented

Motioned By: Joyce Nelson

Seconded By: Sarah Larson

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

B. Accounts Payable

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Sarah Larson

On roll call vote:

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

C. Budget Reports

Smith presented the monthly library budget report.

VII. **REPORTS (Discussion Unless Otherwise Noted):**

A. Correspondence

Nelson sent thank-you letters to the following donors:

- Germantown Library Teen Advisory Board - \$82.76 - Patio and Teen Furniture
- Mike & Linda Kons - \$100 - Patio
- Donna Ott - \$100 - Patio
- Robert's Frozen Custard (Darren Stamm) - \$325 (July Fundraiser) - Patio and Teen Furniture

B. Village Reports

Smith provided Village updates in the Director's Report.

C. County Reports

Smith provided County updates in the Director's Report.

D. System Reports

Smith provided System updates in the Director's Report.

E. President's Report

None.

F. Director's Report

Smith reviewed the presented Director's Report.

VIII. UNFINISHED BUSINESS:

A. 2026 Library Budget (Action)

Smith presented the proposed 2026 library budget. It will also be discussed at Committee of the Whole meetings on October 8, 2025, and October 14, 2025. The final budget will be presented and voted on by the Village Board on Monday, November 17, 2025, at 7:00 p.m.

Motion: Approve as presented

Motioned By: Sarah Larson

Seconded By: Darlene Vosen

On roll call vote:

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

IX. NEW BUSINESS:

A. Monarch Library System Membership Agreement: Appendix F (Action)

Motion: Approve as presented

Motioned By: Sarah Larson

Seconded By: Darlene Vosen

On roll call vote:

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 4, No 0, Abstained 0)

X. ADJOURNMENT:

Nelson announced the next Library Board meeting will be held on Wednesday, October 22, 2025, at 5:30 p.m. at the Germantown Community Library.

Nelson adjourned the meeting at 06:30 PM.