

<b>MEETING:</b>	<b>GERMANTOWN COMMUNITY OF THE LIBRARY BOARD</b>
<b>DATE AND TIME:</b>	<b>Wednesday, January 28, 2026 5:30 PM</b>
<b>LOCATION:</b>	<b>Germantown Community Library N112W16957 Mequon Road</b>

**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 5:30 PM.

II. **ROLL CALL:**

**Present:** Library Board President Joyce Nelson, Library Board Member Darlene Vosen, Library Board Member Charlene Brady, Member Joletta Kerpan, Library Board Member Sarah Larson, Trustee Jolene Pieper (arrived at 5:35), School District Representative Katie Kohel

**Absent:**

**Excused:**

**Also Present:** Library Director Trisha Smith, Assistant Library Director Connie Lloyd

III. **APPROVAL OF AGENDA:**

**Motion:** Approve as presented

**Motioned By:** Sarah Larson

**Seconded By:** Darlene Vosen

**Yes:** Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Katie Kohel

**No:** None

**Abstain:** None

**Motion Passed (Yes 6, No 0, Abstained 0)**

IV. **MEETING MINUTES:**

A. December 17, 2025 Meeting Minutes - DRAFT

**Motion:** Approve as presented

**Motioned By:** None

**Seconded By:** None

**Yes:** Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson,

Katie Kohel  
**No:** None  
**Abstain:** None

**Motion Passed (Yes 6, 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  
**Motion:** Approve as presented  
**Motioned By:** Joyce Nelson  
**Seconded By:** Sarah Larson

**Yes:** Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jolene Pieper, Katie Kohel  
**No:** None  
**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

B. Accounts Payable  
**Motion:** Approve as presented  
**Motioned By:** Sarah Larson  
**Seconded By:** Jolene Pieper

**On roll call vote:**  
**Yes:** Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jolene Pieper, Katie Kohel  
**No:** None  
**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

C. Budget Reports  
Smith reviewed the submitted budget reports.

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

A. Correspondence

Nelson sent thank-you letters to the following donors:

- Robert Korol - \$1,000 - Materials
- Jane Merten - \$25 - Programming (Crafts)
- Steve & Kristie Porubsky (for Emerald Falls Apartment Management) - \$50 - Materials

B. Village Reports

Pieper reported there were no updates that affected the Library.

C. County Reports

See Director's Report.

D. System Reports

See Director's Report.

E. President's Report

Nelson requested Vice President Larson to run the February meeting due to her planned absence. Larson agreed.

F. Director's Report

Smith reviewed the submitted Director's Report and attachments.

**VIII. UNFINISHED BUSINESS:**

**IX. NEW BUSINESS:**

A. Job Description Updates (Action)

Smith answered questions pertaining to the submitted job description updates.

**Motion:** Approve as presented

**Motioned By:** Darlene Vosen

**Seconded By:** Jolene Pieper

**Yes:** Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jolene Pieper, Katie Kohel

**No:** None

**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

B. 2025 Library Annual Report (Action)

Smith presented the final draft print copy of the annual report to all trustees at the meeting for approval. Monarch Library System staff will review the approved document and complete their final pieces, finalize the document, provide a copy for

President Nelson's signature and submit it to the State of Wisconsin DPI by February 27, 2026.

**Motion:** Approve as presented

**Motioned By:** Joyce Nelson

**Seconded By:** Jolene Pieper

**Yes:** Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jolene Pieper, Katie Kohel

**No:** None

**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

C. 2026 Library Director Goals (Action)

**Motion:** Approve as presented

**Motioned By:** Jolene Pieper

**Seconded By:** Darlene Vosen

**Yes:** Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jolene Pieper, Katie Kohel

**No:** None

**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

D. Overdrive Advantage Account (Discussion)

Smith reviewed the submitted materials and answered questions about Overdrive use and funding levels at the library, system, and State of Wisconsin.

**X. ADJOURNMENT:**

Nelson announced the next Library Board meeting will be held on Wednesday, February 25, 2025, at 5:30 PM.

Nelson adjourned the meeting at 6:14 PM.