

Approved Minutes November 18, 2025  
Edward U. Demmer Memorial Library  
Library Board of Trustees Meeting

Trustee Attendance: Dan McKissack, Dianna Blicharz (joins virtually at 4:01 PM), Rich Mahlerwein, Kathleen Olkowski, Karen Meyer, Patty Wallesverd, Jeff Boehm (leaves at 5:11 PM)

Other Attendees: Jill Roth, April Hansen, Katie Kirby

Absent:

Dan McKissack called the meeting to order at 4:00 p.m.

**Agenda:**

Motion by Patty, second by Karen to approve the agenda in any order. All ayes, motion carried.

**Approval of Minutes:**

Motion by Patty, second by Kathleen to approve the regular meeting minutes of October 21, 2025, with amendments. All ayes (Jeff abstained), motion carried.

**Correspondence:** No correspondence was presented.

**Committee Reports:**

Three Lakes Public Library Foundation: The TLPLF met last Monday. Lawyer Steve Garbowicz attended the meeting and agreed to review the articles of incorporation and bylaws.

Oneida County Library Board: The OCLB met last Thursday. The 2026 library contracts were presented, and Oneida County has approved them. The current board president had to resign as she moved out of the district. Public comment allowed discussion about the Oneida County Budget meeting.

Friends of the Library Revival: The Friends planned a book sale for Jingle Mingle. Books that had gone through at least three sales were donated to Goodwill.

**Director's Report:**

Conference Discussion/Presentation – Katie Kirby gave a report on her experience at WLA. Jill presented the idea of a book boat. The library continued working to find a new primary book vendor. WVLS recommended reducing "High Demand" time to assist the libraries in acquisitions. Libby's new hold policies impacted digital content circulations. Libraries in Oneida County have been positively impacting Public Health. Book Bites was been going very well and one free pizza was already earned. Discussion occurred regarding the town levy increase and how it could impact the library.

**Building and Maintenance Report:**

Discussion: The town graveled new section behind the library for our garbage and recycling containers. Jill received quotes for a garbage enclosure. Voting on quotes was added to a future agenda.

**Budget Review:**

Public Accounts: Motion by Patty, second by Karen, to pay bills listed on the public funds voucher list. All ayes, motion carried.

Special Accounts: Motion by Karen, second by Patty to approve payment of the bills from the Forward Bank Special Account. All ayes, motion carried.

Maintenance Accounts: Motion by Rich, second by Karen, to approve payment of the bills from the Demmer Maintenance Account. All ayes, motion carried.

2025 Budget Review: No discussion

**Unfinished Business**

Landscaping Project: The Storybook Gardens retired after this summer season. As progress continues on the Veterans Memorial, ideas will be presented for designs for the northeast side landscaping. Kid friendly elements remain the priority.

Ann Asbeck Recognition: The right way to honor Ann remain under discussion. Money was collected at the front desk and remained available for donation. Tom suggested donating books to kids as a tribute.

**New Business:**

Candidate Forum Date – for Save the Dates: Monday, March 30, 2026, was selected. Jill took responsibility for creating a Save the Date.

Mini-Grant Requests: Motion by Patty, second by Rich, to use Special Account Donation Funds for the Christmas Light Shuttle. All ayes, motion carried. Motion by Patty, second by Rich, to forward to the Free Family Photo Shoot funding with Pure Poise Photography to the Library Foundation for funding, and to use undesignated donations if the Library Foundation rejected it. All ayes, motion carried.

Director Evaluation: Dan agreed to send out evaluation forms to the board.

**Comments from public:** none

**Next Meeting: Regular meeting on December 16, 2025, 4:00 p.m in the lower level of the library and/or via video/teleconference**

The meeting adjourned at 5:23 PM. Motion by Patty, second by Karen. All ayes, meeting adjourned.

Respectfully submitted: Jill Roth, Director