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**BOARD OF TRUSTEES**

Katie Bjorkman, President  
Elinor Decker, Vice President  
John Poole, Treasurer  
Molly Day, Secretary  
Bill Barhyte  
Kathey Czischke  
Kevin Fitzgerald  
Beth Hendrix  
Dave Soderman

**Board of Trustees Meeting**  
5:30pm, Monday, November 24, 2025

**Twin Lakes Building**  
110 S. Lake Avenue, Twin Lakes, WI 53181

**LeeAnn LoCicero, Director**

24615 89th Street  
Salem, WI 53168  
(262) 843-3348 Telephone  
(262) 843-3144 Fax  
communitylib.org

**Meeting Minutes**

**Present:** President Bjorkman, Trustees: Czischke, Day, Decker, Fitzgerald, Hendrix, Poole, Soderman

**Absent:** Trustees: Barhyte

**Administration:** LeeAnn LoCicero, Director

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- 1. Call to order** – President Bjorkman called the meeting to order at 5:30pm.
- 2. Pledge of Allegiance and Roll Call**
- 3. Minutes from the board meetings held Monday, October 27, 2025**  
Motion made by Trustee Fitzgerald to accept the minutes of the meeting held Monday, October 27, 2025, seconded by Trustee Czischke. Passed unanimously.
- 4. Citizens comments** – None
- 5. Financials**  
Motion made by Trustee Fitzgerald to accept the October financial report as presented, seconded by Trustee Poole. Passed unanimously.
- 6. 2025 Budget amendments**  
Motion made by Trustee Fitzgerald to add \$11,275.50 to the shelving and furnishing line for the purchase of three new book drops that were approved at the April 28 meeting, using reserved operating funds, seconded by Trustee Day. Passed unanimously.  
  
Motion made by Trustee Fitzgerald to add \$21,240 to the computer software line for the purchase of a new accounting software that was approved at the May 19 meeting, using reserved operating funds, seconded by Trustee Czischke. Passed unanimously.
- 7. Bills for payment**  
Motion made by President Bjorkman to pay bills as presented, seconded by Trustee Poole. Passed unanimously.
- 8. Director's Report**  
The October reading challenge was a great success with patrons reading and logging over 159,000 minutes which was 83,000 more minutes than last year. John Zehren from Gateway Technical College's Fab Lab returned on November 1 to hold a Dremel IDEA 4-hour certification class to 12 participants. Gateway provided the instruction and students engaged in computer and hands-on learning with 3-D printers. John may be returning in the spring to hold another class utilizing the Fab Lab's laptops and special equipment. A crowd of 80 attended the Hoo's Woods Raptor program on November 22. They brought a bald eagle, owls and other birds of prey. Upcoming December programs: Christmas Caroling, Cookie Swap, Santa and Mrs. Claus, plus the regular story times, book discussions and art programs. Director LoCicero inquired about the Joint Library Operating Agreement which needs to be updated by the remaining municipalities (Salem Lakes, Twin Lakes, Paddock Lake). Trustee Fitzgerald asked to have the revised draft sent to the municipalities to review and approve.

**9. Correspondence** – None

**10. Standing committee reports**

**a. Asset Inventory & Facilities** – None

**b. Personnel & Finance**

**2026 Budget**

Motion made by President Bjorkman to approve the 2026 budget as presented with the following changes: Add \$5,500 to the BS&A Computer Software line for a total of \$12,780 in order to complete the final installment payment which will bring the total expenditure to \$1,527,798. Update the amount of reserved operating funds to \$50,680 for a total revenue of \$1,527,798, seconded by Trustee Hendrix. Approved unanimously.

**c. Policy & Services** – None

**d. Foundations & Memorials** – None

**11. New business** – None

**12. Friends of the Library report**

Trustee Czischke reported the Friends made around \$500 at the November book sale. The next book sale will be in February.

**13. Date, time and location for the next meeting** – Monday, December 15, 2025 at Salem at 5:30pm.

**14. Adjournment**

President Bjorkman adjourn the meeting at 6:08pm.

Respectfully submitted by Director LoCicero.