

Library Board Meeting
Thursday September 25, 2025
7 AM
Library Meeting Room
105 Perimeter Rd.
Mount Horeb, WI 53572

Present: Bullette, Craft, Leary, Miller, White, and Director Gretzinger
Absent: Hillary, Maguire

Open: 7:00am

Guest and Public Comments: None

Approval of Minutes: August 28, 2025

Motion was made – motion seconded, one recused

Result – all in favor

Treasurer's Report:

- Approval of library bills – up to date on all bills and credit card payments
- Endowment Fund update – no update today as Treasurer is absent
- Director Gretzinger provided a financial update about specific items

Director's Report – see attached

- August Statistics
- Strategic Plan tracking/updates

Agenda Items

- Consider 2026 Library Budget
 - Motion to approve 2026 Library Budget – motion seconded
 - Result – all in favor
- Consider authorizing new copier (staff and public) expenses from Library Fund Balance
 - Motion to authorize purchasing new copier from Library Fund Balance/Tech Fund – motion seconded
 - Result – all in favor
- Consider signatories for the Mount Horeb Public Library Building Expansion Fund
 - Motion to designate President, Vice President, and Library Director as signatories for the Mount Horeb Public Library Building Expansion fund – motion seconded
 - Result – all in favor
- Consider Circulation Policy
 - Motion to implement a “no refund” policy for lost items returned to the library after payment has been made – motion seconded
 - Result – all in favor

- Consider donation signage for library interior
- Consider moving Thursday, November 20th Library Board meeting to earlier date in November
 - Motion to move the Thursday, November 20th board meeting to Monday, November 17th – motion seconded
 - Result – all in favor
- Consider authorizing Library Director to post for clerk position
 - Motion to authorize the Library Director to post for a clerk position – motion seconded
 - Result – all in favor
- Consider Employee Evaluation Process
 - After consideration, motion was made to follow the statutory guidelines for employee evaluation – motion seconded
 - Result – all in favor
- Consider **Adjourning to executive closed session** as allowed by WI State Statute 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Re: Employee Compensation)
 - Roll call motion to adjourn to an executive closed session – motion seconded
 - Bullette – aye
 - Craft – aye
 - Leary – aye
 - White – aye
 - Miller – aye
- **Reconvene to open session** for any action regarding closed session
 - Motion to reconvene to open session and close the closed session – motion seconded
 - Result – all in favor
 - Motion to approve previous years' wage increase for employees in good standing on their one-year anniversary – motion seconded
 - Result – all in favor

Future Agenda Items

- Sharing the results of the Village energy audit
- Library Budget update
- Closed session for employee evaluations
- Approve meeting dates and times for 2026

Adjourn

Motion to adjourn – motion seconded

Result – all in favor

Adjourned at 8:26am