

REGULAR LIBRARY BOARD MEETING
Wednesday October 21, 2025
5:00 PM Meeting Zoom
Minutes

Members present: Peggy Ross; vice-chair, Paula Wurst, Marilyn Hartig, Monique Darton, Kerrey Andreas, and Mary Whittaker.
Members absent: Mike Peterson
Staff present: Lauren Schuppe, Library Director
Public present: Helen Roland

The Madeline Island Library Board meeting was called to order by Peggy at 5:07 pm.

I. Public Comment – none

II. Minutes

A. Special Library Board Meeting September 24, 2025

Motion by Kerrey to approve the above minutes as presented, seconded by Marilyn, all ayes.
Motion Carried.

Motion by Peggy to move Item VIII-B-1 before financials, seconded by Mary, all ayes. Motion Carried.

V. Financials

A. Sign Directors Timesheets

Timesheets submitted for week ending 9/18/25 and 10/2/25.

Motion by Peggy to approve signing director's timesheets as presented, seconded by Marilyn, all ayes. Motion Carried.

B. Approve Bills

Elan Financial	\$ 411.24
Wal-Mart	1.41
Madeline Sanitary	102.00
New York Times	56.00
WI Elevator Inspections	165.00

Lauren noted that she no longer has a Town credit card to make purchases. If this isn't resolved soon, she may need to purchase items herself and submit for reimbursement.

Motion by Mary to approve paying vouchers as submitted, seconded by Monique, all ayes. Motion Carried.

C. Review and Approve 2026 Budget

Lauren went over budget changes she made including; Library Aide to seasonal P/T up to 650 hrs, WRS is 7.2% for 2026, family insurance is \$28K up from \$23K, removed Dorgene's labor for minutes as Micaela will do that next year, Rec Director needs to work 34 hrs./week to be full-time and Town labor rates will need to be reviewed.

Lauren will give these updates including justifications to the Town Board for the 2nd round of budget meetings.

Motion by Mary to approve the 2026 budget changes as presented, seconded by Peggy, all ayes. Motion Carried.

D. Discuss and Approve MEI Elevator repair

Lauren going to look for quotes from other elevator inspection services as she is not happy with the current inspection procedures/communication. She has a quote for \$6,700 for door edge repairs that she is also going to try and get a 2nd quote.

Motion by Peggy to table the approval of the MEI elevator repair until Lauren can get another quote, seconded by Kerrey, all ayes. Motion Carried.

VI. Directors Report

- Staff is getting things ready for winter; bringing in for sale books, ping pong table upstairs, etc.
- Micaela rearranged the makerspace to accommodate and x-tool machine which was donated. Lauren will look at the designated funds to see if we can pay something for this as the owner was originally looking to sell it.
- The library will host a Halloween Party at the school on the 31st.
- Lauren is working on getting caught up on all our grant stories before the end of the year.

VII. Personnel

A. Approve Micaela Montagne as full time Head Librarian

Lauren explained this is just a formality.

Motion by Kerrey to hire Micaela Montagne as the full-time head librarian not to exceed 1820 hrs/year at her current wage until COLA increase in 2026, seconded by Marilyn, all ayes. Motion Carried.

VIII. Ongoing Projects

A. Strategic Plan

1. Review progress in each sub committee

- Peggy spoke about what the programming committee will discuss when they meet on the 28th.
- Lauren has plans to speak with a skate park designer next week.
- Lauren will be getting the background information to the committee soon.

B. Friends Circle

1. Update and discussion with Kerrey and Helen on progress

- Helen spoke of a FriendsCircle meeting summary/2 yr. recap distributed to board members by Micaela. The FriendsCircle would like the assistance of the librarian to help better track volunteers and donations.
- Kerrey mentioned the need to define the FriendsCircle roles better.
- Lauren will work with Helen to answer the questions asked at the end of the document and work on a working relationship guideline.
- Helen would like to set up a process to thank donors especially with the year end appeal. Lauren will work with her on that.
- Micaela will continue to help with social media posts.
- Helen will continue to submit articles to the Gazette to encourage volunteers and inform public of their current projects.

VIII. Future Agenda Items - elevator repairs, may need another budget meeting

Adjourn:

Motion by Marilyn to adjourn, seconded by Mary, all ayes. Motion Carried. Meeting adjourned at 6:23pm.

Minutes taken from recording and submitted by D. Goetsch, Clerical Assistant.

Minutes approved as presented 11/18/25. D. Goetsch, Clerical Assistant