

**Farnsworth Public Library  
Meeting Minutes  
for  
June 24, 2025**

**1. Meeting called to order** by Kitty Werner, President, at 4:01 PM

**2. Roll Call**

**a. Welcome new board member: Jolene Zahn**

**b. Trustees Present:** Dee Donlevy, Amy Peterson,  
Ron Rauscher, Debi Schroeder, Wendy Spice, Kitty Werner, Mike Werner,  
Jolene Zahn

**Trustees Absent:** Bonnie Wusterbarth

**3. Introduction of 2 new employees to Board**

Linda Welch and Elise Caelwaerts

**4. Approval of Agenda**

M/S/C R. Rauscher/M. Werner to approve the agenda for today's meeting.

**5. Approve May 27, 2025, Board Meeting Minutes**

e. M/S/C D. Donlevy/W. Spice to approve the May 27, 2025 meeting minutes

**6 Bills and Expenditures**

**a. Bills Submitted for May 30, 2025 and June 13, 2025**

Kitty recommends the documents are to be treated as information.

**b. YTD Income & Expenditures**

The 2025 YTD documents are to be treated as information.

**7. Director's Report**

**Amy Peterson, Library Director reported to the Board of Trustees...**

What the library has worked on since last Board meeting:

1. With new staff members we are in training mode for the next few weeks.  
It has been busy with fewer staff members, but I think staff have done a great job pitching in and making things run smoothly. We do have a busier activity calendar in July with having more staff available for events.
2. I have been attending the Oconto City Council of the Whole meeting and providing a monthly update from the Library.
3. We hosted 2 summer school classes (Storytime and Silent Book Club) from June 9-20. Lower enrollment than last year- but we were able to do some more challenging crafts with the storytime group because of the smaller group and older age of kids.

4. For the Summer: We are hosting an art therapy workshop every Tuesday afternoon in June, July and August. This is a grant funded workshop. We have had really good attendance so far.

We also will be at Tunes on Tuesday June 3 - August 5.

We will have a booth at MartinFest on June 28 – we are borrowing a tent from The Chiropractic Advantage for this event. August 1 the comedy/magic show will be out at Holtwood Sports Complex and the Einstein mobile makerspace will be out there after.

5. We have an Adult Community Reading Challenge for adults to read *Gone with the Wind* over the summer.

On June 30, we will start the kids' summer reading program with weekly challenges to do inside the library- like puzzles, scavenger hunts, etc.

6. We will be the new mailing address for Digitize Oconto County. I will be also working with the Historical Society to hopefully get more of our newspapers on the website. This newspaper service is used often by patrons.

Coming up:

Next time on WOCO is Tuesday, July 1 from 8-9 AM

## **7. Committee Reports**

### **a. Administrative/Personnel**

The task lists and job descriptions are the last piece to be addressed before the committee can present the revised employee handbook to the Trustees.

### **b. Building / Grounds**

Amy received three proposals for repairing/maintaining the parking lot surface. This will be discussed in Old Business.

### **c. Finance**

Nothing to Report

## **8. Correspondence**

Nothing to Report

## **9. Public Input**

Anyone wishing to address the board must state their full name and address. Public input is limited to 5 minutes per person and personnel issues may not be discussed (nor individuals named). The Board may not take action on any item raised during the public input period, that is not already on the agenda for such a purpose. The board's role is to listen to comments and not respond to or discuss the issues raised.

## **10. Discussion/action/recommendation on the following:**

### **a. Recurring**

## **i. Friends Happenings**

The group will meet again in September, at 6 PM, on Wednesday, September 10th.

## **b. Old Business**

### **1. Open positions**

The two new employees are in the process of being trained for tasks upstairs and on the lower level.

### **2. Hoopla Services**

Amy is trying to figure out how to work within the library's budget to continue offering the service.

### **3. CD account**

Last month, the Trustees approved moving 2/3 of library's endowment fund into a CD account at the NEW Credit Union. Amy made the necessary arrangements for the transfer.

### **4. Parking lot resealing bids**

M/S/C M. Werner/ W. Spice to accept Dun-rite Asphalt and Maintenance to crack fill, seal and restripe the parking lot.

## **c. New Business**

### **1. Innovation and Improvement Grant**

M/S/C M. Werner/ R. Rauscher to have Amy apply for the Innovation and Improvement Grant to purchase a book scanner.

### **2. Potential library board members**

The mayor requested suggestions from the Trustees for potential Board of Trustee replacements.

## **11. Trustee training/education**

## **12. Adjournment**

Adjournment took place at 4:40 PM, M/S/C R. Rauscher/M. Werner to adjourn.

**Minutes respectfully submitted by secretary, Debi Schroeder**

**Next Meeting: Tuesday, July 22, 2025 at 4 PM**