

**Farnsworth Public Library  
Meeting Minutes  
for  
April 28, 2026**

1. **Meeting called to order** by Dee Donlevy, President, at 4:00 PM

2. **Roll Call**

**Trustees Present:**, Dee Donlevy, Kelly Gilbertson, Jay Rietz, Ron Rauscher, Debi Schroeder, Wendy Spice, Jolene Zahn

**Trustees Absent:** Bonnie Bailey, Mike Werner,

**Also Present:** FPL Director: Amy Peterson

3. **Approval of Agenda**

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

4. **Approve February 24, 2026, Board Meeting Minutes**

M/S/C J. Zahn/K. Gilbertson to approve the February 24, 2026 Board Meeting Minutes.

5. **Bills and Expenditures**

a. **Bills Submitted for January 9, January 26, and January 30, using 2026 Budget Funds.**

**Other Bills Submitted for February 6, February 23, March 6, March 24, April 2, and April 17, 2026.**

Dee recommends the documents are to be treated as information.

b. **YTD Income & Expenditures**

Updated YTD was presented with explanations.

6. **Director's Report**

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

What the library has worked on since last Board meeting:

1. Update on Recollection Wisconsin work/UW-Madison student
2. 7<sup>th</sup> grade ELA classes have been coming over 1/month to use the library and learn a little about Oconto history.
3. New ILS software August 2026, training will start in April
4. Adult craft class next week
5. Working with Neighborhood Forest organization to give trees away to kids for Earth Day in April. Sign up deadline is March 15.
6. Amy will be attending Oconto County Library Services Board meeting in Gillett tomorrow, Wednesday, February 25th.

Coming up:

1. Next time on WOCO is Wednesday, March 4 from 8-9 AM.  
Please note the monthly show was switched to the first Wednesday of the month.
2. March Mammal Madness at end of February with Northeast WI Land Trust

3. We have the NEW Zoo Zoomobile booked for June 26.
4. Author Chad Lewis' visit on April 27<sup>th</sup> was moved to the City Hall due to the water episode on first floor. The presentation was well attended.
5. The elevator phone is fixed and the elevator passed inspection
6. Amy and Cheryl attended training for the new computer system update off site.
7. Amy shared the dates the current computers were purchased and installed  
M/S/C to approve the Director's Report W. Spice/ J. Zahn

## **7. Committee Reports**

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

The Committee met on April 14, 2026 to discuss the results of the City's insurance company's review of the Farnsworth Public Library Employee Addendum before presenting it at the Board of Trustees meeting today for approval.

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

Mike, Ron, and Amanda spent a lot of time managing the water issue on the first floor.

### **c. Finance**

Amy suggested to the Committee to begin looking at the 2027 Library Budget in June or July.

## **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, which 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**

#### **1. Friends Happenings**

The Friends of the Library Spring Book Sale started on Friday, April 17 for all Friends of the Library and was opened to the public on Saturday, April 18. The last day for the Book Sale will be Saturday, May 2<sup>nd</sup>. The next meeting for the Friends will be on Wednesday, May 13<sup>th</sup> at 6 PM.

### **b. Old Business**

1. The Committee recommends the Addendum and the City of Oconto Employee Handbook to replace the previously used Farnsworth Public Library Employee Handbook.

M/S/C R. Rauscher/ K. Gilbertson to approve the Addendum as presented to the Trustees to be used with the Oconto City Employee Handbook.

### **c. New Business**

#### 1. 1<sup>st</sup> level Update and Cleaning Estimate(s)

April 2 water was noticed in the back rooms on the first floor. Over the weekend, attempts were made to limit the amount of water which flooded the floor.

Books and carpeting are fine due to the efforts of the staff and trustees work.

Amy and Ron met with the restoration company today for recommendations to salvage the bookshelves and clean up the possibility of the water damage behind the walls, in the elevator, and in the furnace room.

#### 2. Spring Pest Control

Amy suggested to have Lakeview Revival to spray the building for a variety of insects for \$200.00.

M/S/C W. Spice/J. Rietz to approve to have the library treated to prevent insects

#### 3. August Calendar

Amy requested to close the library on August 17 and 18 to for the computer updates.

M/S/C R. Rauscher/J. Rietz to have to library to be closed on the dates listed above.

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

### **12. Adjournment**

Adjournment took place at 4:55 PM, M/S/C R. Rauscher/J. Rietz to adjourn.

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

**Next Meeting: Tuesday, May 26, 2026 at 4 PM**