

The meeting was called to order at 6:30 pm by Chair Kiernan.

1.0 ROLL CALL – Present: T. Kiernan (Chair), Trustees: E. Leonard, P. Harycki, J. Fischer, L. Kommas (arrived after Agenda Item 4.3), Village Board Liaison I. Thomson, Interim Library Director S. Harrison, Village President D. Besson, Absent and excused: Trustee N. Wilkes

2.0 CONSENT AGENDA

- 2.1 Motion (Leonard/Harycki) moves to approve minutes from 1/22/2026 and 2/5/2026 special meeting – passed 4-0-3
- 2.2 Motion (Leonard/Harycki) moves to approve Library Budget Report and Board Fund January 2026 – passed 4-0-3
- 2.3 Motion (Leonard/Harycki) moves to approve Library Payroll 1/3-1/16, 2026 & 1/17-1/30, 2026 – passed 4-0-3
- 2.4 Next Library Board meeting will be held on Thursday, March 26, 2026

3.0 COMMITTEE AND LIAISON REPORTS

4.0 AGENDA ITEMS

- 4.1 Elan Credit Cards Closed – Board Funds
Chair Kiernan provided an overview of statements the library is still receiving regarding credit cards still issued under previous employees. Interim Director S. Harrison provided context on when credit cards were used and for which purchases. Trustees weighed in on whether or not the library board needs a credit card and what fees would be associated with new card. Village President D. Besson suggested using existing village issued procurement credit cards for purchases and the library board reimbursing the village for purchases made. Chair Kiernan would like to explore that option as well. No motion taken.
Motion (Wilkes/Komas) moves to close the library at 1pm on Friday, March 20th for staff training. Discussion: Wilkes asks that agenda for staff training be presented at the February library board meeting. Passed – 4-0-3
- 4.2 WI Annual Review and Approval
Chair Kiernan provided background on the State Annual Report which is completed every year. It provides the Wisconsin Department of Public Instruction with statistical and employment information about each individual library in the state. It is filled completed by the library director and reviewed by the MCFLS Director before being presented to the library board.
Motion (Harycki/Fischer) moves to approve the State Annual Report by collecting necessary signatures and forwarding on to the state – passed 4-0-3
- 4.3 Request to Delay March Library Staff Training Day
Chair Kiernan provides background on approval from the library board to close the library on Friday, March 20th for an all-staff in-service training day. With recent developments to library staff, it is suggested to delay the training until later in spring, while reopening the library on Friday, March 20th.
Motion (Harycki/Leonard) moves to delay the March 20th staff training day and reopen the library on March 20th to regular business hours – passed 5-0-2
- 4.4 Holz Family Grant – AV Update in Hunt Room
Chair Kiernan reminded library board that this agenda item is included since the motion was deferred from the January meeting specifically to be considered at

February meeting. It is recommended to be deferred again, since no additional information has been acquired.

Motion (Harycki/Komas) moves to defer the Holz Family Grant AV Update discussion to a future date – passed 5-0-2

4.5 Library Director Review

The Library Board may enter closed session pursuant to Wis. Stat. §19.85(1)(c), for consideration of the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the performance evaluation of the Library Director over which the governmental body has jurisdiction or exercises responsibility, and to re-enter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate

6:56pm - Motion (Komas/Leonard) moves to enter closed session Roll call T. Kiernan, P. Harycki, E. Leonard, J. Fischer, L. Komas

7:57pm – Motion (Harycki/Fischer) moves to come out of closed session Roll Call T. Kiernan, P. Harycki, E. Leonard, J. Fischer, L. Komas

5.0 **ADJOURNMENT** Motion (Harycki/Komas) moves to adjourn – passed 5-0-2

Seth Harrison / (e-signature)

Seth Harrison, Interim Library Director

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