

## Library Board Meeting Minutes

**Thursday, November 20, 2025**

**4 p.m.**

Brodhead Memorial Public Library  
1207 25th Street  
Brodhead, WI 53520

The meeting of the Brodhead Memorial Public Library Board was called to order at 4:04 by Kirsten Novy. Members in attendance were Ann Anderson, Kirsten Novy, Katrina Dunlavy, Sabrina Meichtry, and Zach Woodford.

Sabrina Meichtry made a motion to approve and consent agenda and to deviate if necessary. Zach Woodford made a 2nd. All were in favor.

Zach Woodford approved minutes as amended. Sabrina Meichtry 2nd. All were in favor.

Public Comment - Positive feedback about Library programming.

Financial Report - Kirsten Novy made a motion to approve. Zach Woodford 2nd. All were in favor. Kirsten made a motion to reimburse Stuart for 42.20 for story time supplies. Sabrina 2nd. All in favor. Kirsten made a motion to reimburse Sarah program supplies. \$31.63 Sabrina 2nd. All in favor.

### Building Updates

- Toilet Room construction starting December 1st.
- Phones - Spectrum will cost the same cost as Frontier. Staying with Frontier.

### Director's Report

- Record numbers in October
- Monthly Juda visits going well
- Story times are well attended
- Chatty Crafties booked with a wait list each month
- Part-time position posting for Monday and Thursdays (8-10 hours per week)
- Staff performance reviews will be done in December

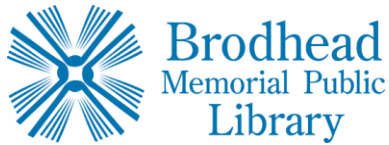
Kirsten Novy approved the director's report as given. Zach Woodford 2nd. All approved.

### Board Update

- Two library Board Positions open. Nancy Nettsheim and Cori Clark both resigned, leaving the Secretary position open.
- Katrina Dunlavy will be taking over as the Secretary.
- Kirsten Novy will serve as Vice President.
- Zach Woodford will serve as Treasurer.
- Kirsten Novy made a motion to approve all board changes. Sabrina Meichtry made 2nd. All in favor.

### NOTICE

Notice is hereby given that a majority of the Common Council may be present at this meeting at the above-mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 NW2d 408 (1993), and must be noticed as such, although the Common Council will not take any formal action at this meeting.



- 2026 Library Budget Approved. Included a 3% Increase from 2025.
- Ann Anderson made a motion to approve, Kirsten Novy 2nd. All approved.

#### Old Business

- Strategic Plan Update
- Intentionally coordinate and work with volunteers
  - Rosa has been reaching out
- Environmental Stability
  - TerraCycle - does not seem feasible at this time

#### New Business

- Closed session started at 4:54pm Kirsten made a motion, Ann Anderson made a 2nd.
- Closed session ended at 5:13pm. Zach Woodford made a motion, Kirsten. All approved.
- Kirsten Novy made a motion to approve pay negotiation for a library staff member. Sabrina Meichtry 2nd. All approved.

#### Future agenda items -

- January Director's review - ask staff for reviews

The next Library Board meeting will be held on December 11th at 4pm.

Ann Anderson made a motion to adjourn the meeting at 5:22 pm. Kirsten Novy 2nd. All approved.

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