

Library Board Meeting Minutes

Thursday, January 8, 2026

4 p.m.

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

1) Call to order

- The meeting of the Brodhead Memorial Public Library Board was called to order at 4:03pm by Kirsten Novy. Members in attendance were Ann Anderson, Kirsten Novy, Katrina Dunlavy, Sabrina Meichtry. Zach Woodford was not in attendance.

2) Motion to approve consent agenda and to deviate from order if necessary (possible action)

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

3) Minutes of 12-11-2025 meeting

- Kirsten Novy approved minutes. Sabrina Meichtry 2nd. All were in favor.

4) Public Comment

- No public comment.

5) Directors Report

a) Financial

- \$201.10 deposited petty cash into the Bank of Brodhead.
- \$24.00 reimbursement for program supplies purchased by Sarah Carpenter. Kirsten Novy made a motion. Ann Anderson 2nd. All in favor
- Kirsten Novy made a motion to approve the Financial report. Ann Anderson 2nd. All were in favor.

b) Building Updates

- Bathroom Update - should be completed by Monday 1/12/26.
- Spectrum - service canceled. Requesting Spectrum to remove charges.
- Replaced the anode rod in water heater (\$237.50)

c) Service Statistics

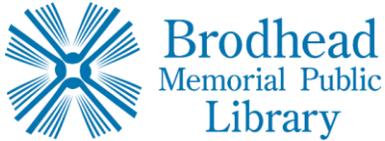
d) Programming Statistics

e) Director's Recent Goals and Tasks

- Hired Sara Berzinski as library assistant. Starting 1/12/26.

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.



- Kirsten Novy made a motion to approve the director's report as given. Ann Anderson 2nd. All approved.

6) Discussion of New Business

a) Reimbursements for staff at PLA conference.

- Ann Anderson made a motion that the library will cover up to \$150 toward the cost of meals during the PLA conference. Sabrina Meichtry 2nd. All approved.

7) Discussion of Old Business

a) Library Board Vacancies

8) Closed Session per Wisconsin 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee(s) over which the government body has jurisdiction or exercises responsibility: Annual director's evaluation

- Kirsten Novy made a motion to go into closed session at 4:43pm. Ann Anderson 2nd. All in favor.
- Kirsten Novy made a motion to go out of closed session at 5:06. Sabrina Meichtry made a 2nd. All in favor.

9) Future Agenda Items (February Regular Meeting; Circulation Policy Review)

- Next month's meeting will be February 19th at 4pm due to Parent Teacher Conferences.

9) Adjourn

- Kirsten Novy made a motion to adjourn the meeting at 5:07 pm. Ann Anderson 2nd. All approved.

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