

Village of Mukwonago
**MINUTES OF MUKWONAGO COMMUNITY LIBRARY'S
JOINT PERSONNEL and POLICY COMMITTEE MEETING
Thursday, November 6, 2025**

Time: **6:00 pm**

Place: **Mukwonago Community Library, 511 Division St., Mukwonago, WI 53149
and via Zoom**

Call to Order

The President H. Pringle called the meeting to order at 6:02 p.m. located in the Mukwonago Community Library History Room, 511 Division St., Mukwonago, WI 53149 and via Zoom

Roll Call and Introduction of Guests

Committee Members Present

H. Pringle
K. Sperstad
D. Whalen
A. Cooper

via Zoom

C. Stienstra

Excused

M. Oberwise Lacock

Also Present

A. Armour, Library Director

Comments from the Public

None.

Discussion/Action Items

Library Property Issuance

Discussion and possible action on adding new section to the Personnel Policy regarding issuing Library property to employees.

D. Whalen/K. Sperstad motioned to make a recommendation to the Library Board to approve and adopt the addition of the new "Section IV.L. Issuance of Library Property" and "Appendix K. Library Property Issuance Form" to the Personnel Policy. Discussion included refining the language to accurately include legal counsel's guidance, edits to the proposed Appendix K. to reflect language regarding damaged items, and the overall necessity of the proposed additions.

D. Whalen/K. Sperstad amended their motion to make a recommendation to the Library Board to approve and adopt the addition of the new "Section IV.L. Issuance of Library

Property” and “Appendix K. Library Property Issuance Form” to the Personnel Policy including the edits as discussed. Unanimously carried.

Referral Items

None.

Confirm Next Meeting Date

This joint committee meets as needed.

Adjournment

D. Whalen/K. Sperstad motioned to adjourn the meeting. Unanimously carried. Meeting was adjourned at 6:21pm.

Minutes submitted by Abby Armour