



**LIBRARY BOARD OF TRUSTEES  
MEETING  
Mukwonago Community Library  
511 Division Street, Mukwonago, WI 53149  
October 9, 2025 at 6:00 PM**

**AGENDA**

**Zoom Login**

<https://us02web.zoom.us/j/83588040138?pwd=EdlOxXCGXPfcBpNSzB0jJuavWW9Xdl.1>

**1. Call to Order**

**2. Roll Call and Introduction of Guests**

**3. Approval of Minutes**

3.1 Minutes from September 11, 2025

**4. Public Comment**

The Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Village Board may have limited discussion on the information received, however, no action will be taken on issues raised during the Public Comment Session unless they are otherwise on the Agenda for that meeting. Public comments should be addressed to the Village Board as a body. Presentations shall not deal in personalities personal attacks on members of the Village Board, the applicant for any project or Village employees. Comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Commission or Staff will be deemed out of order by the Presiding Officer.

**5. Audit and Approval of Monthly Expenditures**

5.1 Invoices and Executive Summary for October 2025

**6. Committee & Community Reports**

6.1 Village Board Representative Report

6.2 Friends of the Library Report

6.3 Building & Grounds Committee - next meets November 17, 2025 @ 6:00pm

6.4 Finance Committee - last met October 1, 2025 @ 4:00pm; next meets TBD

6.5 Grutzmacher Collection Committee - next meets TBD

6.6 Personnel Committee - next meets in Joint Personnel/Policy Committee meeting on November 6, 2025 @ 6:00 pm

6.7 Policy Committee - last met September 18, 2025 @ 11:00 am; next meets in Joint Personnel/Policy Committee meeting on November 6, 2025 @ 6:00 pm

## **7. Library Director Report**

7.1 Library Director Report - October 2025: Reflections on September

## **8. Discussion/Action Items**

8.1 Strategic Plan 2023-2025 Updates - Discussion and possible action on updates on the implementation of the Strategic Plan 2023-2025.

8.2 Strategic Planning SWOT Analysis - Director Armour to facilitate SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis for strategic planning process.

8.3 2026 Budget - Discussion and possible action on Finance Committee's recommendation to approve and adopt the 2026 Budget and Budget Narrative.

8.4 Circulation Policy - Discussion and possible action on approving and adopting the updated Circulation Policy which would include making regular collections fine free.

8.5 Capital Campaign Planning - Discussion and possible action on the capital campaign planning for the renovation project.

8.6 Gift Acceptance Policy - Discussion and possible action on recommendation from Policy Committee to approve and adopt the updated Gift Acceptance Policy, formerly titled the Donation of Materials Policy.

8.7 Grants for Local Projects Program Application - Discussion and possible action on submitting an application to the Wisconsin Grants for Local Projects Program to obtain funding for the Library renovation project.

8.8 Repatriation Request Response - Discussion and possible action on submitting a Repatriation Request Response to the Shingle Springs Band of Miwok Indians for their request to repatriate associated funerary objects removed from Sand Cove-Bennett Mound (CA-SAC-16), Sacramento County, CA.

8.9 Repatriation Statement - Discussion and possible action on approving a Repatriation Statement transferring legal control of the associated funerary objects removed from Sand Cove-Bennett Mound (CASAC-16), Sacramento County, CA to the Shingle Springs Band of Miwok Indians.

8.10 Deaccession Items from Grutzmacher Collection - Discussion and possible action on approving the formal deaccessing of Sand Cove-Bennett Mound

items from the Grutzmacher Collection.

8.11 Resolution 2025-05 - Discussion and possible action on Resolution 2025-05  
Capital Funding Transfer for Capital Improvements.

8.12 Resolution 2025-06 - Discussion and possible action on Resolution 2025-06  
Capital Funding Transfer for Safety System Repairs.

## **9. Closed Session**

Closed session pursuant to Wis. Stat. § 19.85 (1) (c) (Compensation and Evaluation. Considering employment, promotion, compensation, or performance evaluation data of any public employee subject to the jurisdiction or authority of the governing body.) Library Director's evaluation.

9.1 Library Director Goals - Discussion on Director Armour's proposed goals for August 2025 through July 2026.

## **10. Reconvene into Open Session**

Motion to reconvene into open session pursuant to Wis. Stat. § 19.85 (2) for possible discussion and/or action concerning any matter discussed in closed session.

## **11. Referral Items**

## **12. Confirm Next Meeting Date**

The next Library Board meeting is scheduled for Thursday, November 13, 2025 @ 6:00pm.

## **13. Adjournment**

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.