



LIBRARY BOARD OF TRUSTEES MEETING

Mukwonago Community Library
511 Division Street, Mukwonago, WI 53149
and via Zoom
December 11, 2025 at 6:00 PM

AGENDA

Zoom Login

<https://us02web.zoom.us/j/83588040138?pwd=EdIOxXCGXPfcBpNSzB0jJuavWW9Xdl.1>

1. Call to Order

2. Roll Call and Introduction of Guests

3. Approval of Minutes

3.1 Minutes from November 13, 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 December 2025

6. Committee & Community Reports

6.1 Village Board Representative Report

6.2 Friends of the Library Report

6.3 Building & Grounds Committee - last met November 17, 2025; next meets
Thursday, February 19, 2026 @ 6:00pm

6.4 Finance Committee - next meets Tuesday, July 21, 2026 @ 6:00pm

6.5 Grutzmacher Collection Committee - last met November 20, 2025; next meets
Thursday, April 16, 2026 @ 6:00pm

6.6 Personnel Committee - next meets Thursday, January 15, 2025 @ 6:00pm

6.7 Policy Committee - next meets Tuesday, March 17, 2026 @ 6:00pm

6.8 Ad Hoc Capital Campaign Committee - next meets December 10, 2025 @ 5:30pm

7. Library Director Report

7.1 Library Director Report - December 2025: Reflections on November

8. Discussion/Action Items

8.1 Library Board Capital Campaign Preparation - Karen Rose of Library Strategies will Zoom in to train the Board on their role in the upcoming capital campaign.

8.2 Capital Campaign Naming Rights Considerations - Discussion and possible action on approving naming rights and accompanying gift levels for the upcoming capital campaign.

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

8.4 Strategic Plan 2026-2028 - Discussion and possible action on the draft of the Strategic Plan 2026-2028.

8.5 HVAC Contracts - Discussion and possible action on the Building & Grounds Committee's recommendation to approve the Illingworth-Kilgust/Emcor mechanical and controls maintenance contracts for 2026.

8.6 Fire Safety System Contract - Discussion and possible action on the Building & Grounds Committee's recommendation to approve the USA Fire Protection inspection and monitoring contract for 2026-2027.

8.7 Hours and Closures for 2026 - Discussion and possible action on approving hours and closure dates for 2026.

8.8 Resolution 2025-07 - Discussion and possible action on approving Resolution 2025-07 2026 Wage Ranges.

8.9 Resolution 2025-08 - Discussion and possible action on approving Resolution 2025-08 Funding Transfer For Library Strategies Capital Campaign Development.

8.10 Resolution 2025-09 - Discussion and possible action on approving Resolution 2025-09 Funding Transfer For Engberg Anderson Design Services.

8.11 Resolution 2025-10 - Discussion and possible action on approving Resolution 2025-10 Funding Transfer For Bernstein And Associates.

9. Referral Items

10. Confirm Next Meeting Date

The next Library Board meeting is scheduled for Thursday, January 8, 2026 @ 6:00pm.

11. 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.