



LIBRARY BOARD OF TRUSTEES MEETING

Mukwonago Community Library
511 Division Street, Mukwonago, WI 53149
or via Zoom
January 29, 2026 at 7:00 PM

AGENDA

Zoom Login

<https://us02web.zoom.us/j/85724427954?pwd=Ev8QkbaOG8qbaggKfSE5JBItoOsyDC.1>

1. Call to Order
2. Roll Call and Introduction of Guests
3. Approval of Minutes
 - 3.1 Approval of December 10, 2025, and January 7, 2026 Ad Hoc Capital Campaign Committee Minutes as prepared and distributed.
4. Discussion/Action Items
 - 4.1 Capital Campaign - Discussion on capital campaign updates.
5. Referral Items
6. Confirm Next Meeting Date
7. 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.

Village of Mukwonago
**DRAFT MINUTES OF THE MUKWONAGO COMMUNITY LIBRARY
BOARD'S AD HOC CAPITAL CAMPAIGN COMMITTEE**
Wednesday, December 10, 2025

Time: **5:30 pm**

Place: **Mukwonago Community Library, 511 Division Street, Mukwonago, WI,
53149**

1. Call to Order

Chairperson K. Johnson called the meeting to order at 5:30 pm.

2. Roll Call and Introduction of Guests

Committee Members Present

Kay Johnson, Chairperson
Abby Armour, Library Director
Jill Adler
Katie Baker (left at 6:30 pm)
Julie Felicilda
Erin Klumb-Diedrich
Patrick Diedrich
Ashley Flatland
Nikki Verheyden

Excused

Joanne Himebauch

Also Present

Eliza Pautz, Library Board Trustee
Donna Whalen, Library Board Trustee
Sue Perkins, Library Board Trustee
Karen Rose, Library Strategies

3. Discussion/Action Items

Capital Campaign Training - Library Strategies will train the Committee on how to manage a capital campaign.

Karen Rose of Library Strategies led the group through several exercises related to launching this Committee. Topics included reviewing the architectural and fundraising work conducted thus far, reviewing the case statement, reviewing the gift chart and naming opportunities, training on the donor stewardship cycle, training on soliciting gifts, and identifying potential donors to add to the donor list started in the feasibility study.

4. Referral Items – none

5. Confirm Next Meeting Date – Director Armour will confer with Chairperson K. Johnson to select potential dates, then send a poll to the Committee members.

6. Adjourn

Chairperson K. Johnson adjourned the meeting at 8:55 pm.

Minutes submitted by Abby Armour

DRAFT

Village of Mukwonago
**DRAFT MINUTES OF THE MUKWONAGO COMMUNITY LIBRARY
BOARD'S AD HOC CAPITAL CAMPAIGN COMMITTEE**
Wednesday, January 7, 2026

Time: **7:00 pm**

Place: **Mukwonago Community Library, 511 Division Street, Mukwonago, WI,
53149**

1. Call to Order

Chairperson K. Johnson called the meeting to order at 5:30 pm.

2. Roll Call and Introduction of Guests

Committee Members Present

Kay Johnson, Chairperson
Abby Armour, Library Director
Jill Adler
Julie Felicilda (arrived at 7:11 pm)
Erin Klumb-Diedrich
Patrick Diedrich
Ashley Flatland (arrived at 7:07 pm)
Nikki Verheyden
Joanne Himebauch

Excused

Katie Baker

Also Present

Eliza Pautz, Library Board Trustee

3. Discussion/Action Items

Capital Campaign Training - Library Strategies will train the Committee on how to manage a capital campaign.

Karen Rose of Library Strategies virtually led the group through several exercises related to training this Committee for talking to donors. Topics included reviewing the case statement final draft, reviewing scripts for common talking points, reviewing the FAQ document about the project and campaign, and reviewing donor assignments.

4. Referral Items – none

5. Confirm Next Meeting Date – Thursday, January 29, 2026 at 7:00pm in person at the Mukwonago Community Library and via Zoom.

6. Adjourn

Chairperson K. Johnson adjourned the meeting at 8:54 pm.

Minutes submitted by Abby Armour

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