

Village of Mukwonago
**MINUTES OF THE MUKWONAGO COMMUNITY LIBRARY BOARD'S
POLICY COMMITTEE
Tuesday, April 7, 2026**

Time: **6:00 pm**

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

1. Call to Order

Chairperson H. Pringle called the meeting to order at 6:04 pm.

2. Roll Call and Introduction of Guests

Board Members Present

H. Pringle

D. Whalen

C. Stienstra

Via Zoom

K. Sperstad

Also Present

A. Armour, Library Director

3. Approval of Minutes

D. Whalen/C. Stienstra motioned to approve the Policy Committee Meeting Minutes from September 18, 2025, and the Joint Personnel-Policy Committee Meeting Minutes from November 6, 2025. Unanimously carried.

4. Discussion/Action Items

4.1 Policy Review Schedule - Discussion and possible action on adoption of the proposed Policy Review Schedule for 2026-2027.

Director Armour presented a draft of a two-year review cycle for all policies.

Discussion included the fact that the Library Board has recently and significantly updated most of their policies and a rigorous one-year review schedule is no longer needed. C. Stienstra/D. Whalen motioned to approve the two-year policy review cycle. Unanimously carried.

4.2 Library Board Bylaws - Discussion and possible action on updates to the Library Board Bylaws.

The Committee did not have updates for this policy. No action taken.

4.3 Library Board Vacancy Procedure - Discussion and possible action on updates to the Library Board Vacancy Procedure.

The Committee did not have updates for this procedure. No action taken.

4.4 Electronic Meetings Policy - Discussion and possible action on updates to the Electronic Meetings Policy.

The Committee did not have updates for this policy. No action taken.

5. Referral Items - none

6. Confirm Next Meeting Date

The next Policy Committee Meeting is scheduled for Tuesday, June 16, 2026, at 6:00pm.

7. Adjourn

D. Whalen/C. Stienstra motioned to adjourn the meeting. Unanimously carried. Meeting adjourned at 6:18pm.

Minutes submitted by Abby Armour