

**CITY OF CEDARBURG
LIBRARY BOARD
JANUARY 13, 2026**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Tuesday, January 13, 2026, 7:00 p.m. at the Community Room located inside the Cedarburg Public Library, W63 N589 Hanover Avenue.

The meeting was called to order by President Michael Maher at 7:02 p.m.

ROLL CALL: Present – Michael Maher, Meghan O’Driscoll,
DeWayna Cherrington (via phone), Cassandra Bartelme, Council
Member Melissa Bitter, Joycelyn Russo, Superintendent Jeridon
Clark

Also Present - Library Director Linda Eastwood

STATEMENT OF PUBLIC NOTICE

It was acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings Law.

COMMENTS & SUGGESTIONS FROM CITIZENS – None

APPROVAL OF MINUTES

Motion made by Cassandra Bartelme, seconded by Melissa Bitter, to approve the November 11, 2025 Library Board minutes. Motion carried without a negative vote.

APPROVAL OF BILLS AND FINANCIAL STATEMENTS

As of 12/31/2025, we have received \$1,800 more than expected in fees and fines and \$26k more in donations. There is an overall revenue excess of \$26k.

For salaries and insurance, overall spent less than budgeted partly due to an employee’s insurance change.

Fund balance is budgeted to use \$36k, and it’s unclear whether this will be used for 2025 as a few expenses still need to come out, including the last payroll.

No expenses out of the ordinary for November and December.

Motion made by Joycelyn Russo seconded by Meghan O’Driscoll to approve the November 2025 and December 2025 Bills and Financials. Motion carried without a negative vote.

REPORTS

Director’s Report

No personnel changes. Director Linda celebrated her 12th anniversary.

Baker and Taylor has ceased to exist and the library will be working with Libraria and Ingram for book vendors. Both vendors are adding more staff to meet demands but shipping will be delayed initially. Amazon will be used as a back up as they are also starting a library service and they will start providing processing services.

A report of the library fund is included in the packet.

Of the 2025 goals, only the LED lights remain which are a work in progress.

Linda met with the League of Women Voters of Ozaukee and Washington Counties. They are making public libraries their focus for this year. They discussed ways to celebrate USA's 250th birthday, including a civics trivia night and showing the movie 1776 at the Rivoli.

The Joint County Library Service Plan was approved unanimously which increases the county library tax by a small amount. This extra funding will be used to reduce the waitlist for digital books and e-books for library card owners who use the Libby app. Some of the CPL's funds will be put into the pool as well which will allow books purchased by CPL to go to CPL patrons first. Patrons will be notified of this opportunity. An idea from the board is to add some digital items to the Fill the Shelves campaign.

So far, the merch sale has profited \$500. Friends of the Library are hosting an Eagles tribute band event on March 7 at the Cultural Center.

Goals for 2026 include getting solar panel quotes and re-establishing connections with the CFOL Fund committee for future projects. One project includes adding two extra bins for the automatic sorter which will cost about \$22k. Further repairs and updates to the building will be planned.

Linda is attending Library Legislative Day on 2/10/26 in Madison.

The weekend cleaning company is not currently meeting expectations and so quotes for new services were pursued. A new company, Environmental Control has been hired for weekends, minimum 3 days/week. Unfortunately, they will not cut back to 2 days/week when the library is closed on Sunday in the summer. They will do extra work such as shampooing carpets and cleaning furniture and windows which will be nice.

There have been some technology issues in the Community Room with patrons unable to connect their devices to the projector and other options are being explored.

The Youth Services has been hosting quite a few events such as a Countdown to Noon for NYE and a Wicked Night. Homestead HS drama group is doing Frozen this spring and they're coming to the CPL to do an event this weekend. A group from First Stage is coming at the end of January to do an event about one of Barbara Joose's books, Lovabye Dragon.

The Jack Henke show is continuing to go well. The Coffee, Cookies, and Classics book club has also been popular. The Digital Confidence program is popular and patrons are being encouraged to make appointments for best service.

The library is getting used more than ever. There were 234,284 overdrive and physical material circulated in 2025 which is likely more than ever. The 2024 total was 224,059.

The library is hosting winter reading programs for both children and adults.

School Report

The fiscal cycle 2026-27 budget is due 2/1/2026.

NEW BUSINESS

Discussion and possible action on 2026 Library Board meeting dates

The 2026 calendar with meeting dates is in the library packet. The board will continue to meet the second Tuesday of the month.

Motion made by Jeridon Clark, seconded by Meghan O'Driscoll, to approve the board meeting dates. Motion carried without a negative vote.

ADJORNMENT

Motion made by Jeridon Clark, seconded by Meghan O'Driscoll, to adjourn the meeting at 7:55 p.m. Motion carried without a negative vote.

Kassandra Bartelme
Secretary