



**CITY OF CEDARBURG
Library Board
February 10, 2026
Minutes**

1. CALL TO ORDER

The meeting was called to order by President Michael Maher at 7:04 p.m.

2. ROLL CALL

Council Member Melissa Bitter, Board President Michael Maher, Joycelyn Russo, Cassandra Bartelme, DeWayna Cherrington, Meghan O'Driscoll, Superintendent Jeridon Clark

Also Present - Library Director Linda Eastwood

3. 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.

4. COMMENTS AND SUGGESTIONS FROM CITIZENS

None

5. APPROVAL OF MINUTES

A. Approval of January 13, 2026, minutes.

Motion made by Jeridon Clark, seconded by DeWayna Cherrington, to approve the January 13, 2026, Library Board minutes. Motion carried without a negative vote.

6. APPROVAL OF BILLS AND FINANCIAL STATEMENTS

An updated version of the period ending 12/31/2025 was handed out to the board. Total revenue was \$1,158,414.25 due to fees/fines and investment income. Fund balance ended at \$207,143.25 at the end of the year. Not too many expenses paid out for 2026 yet. The 2026 budget allows for use of \$34,940 of the fund balance. A staff member decided to opt for family health insurance after initially opting out. This will be an unexpected/unbudgeted

expense of \$20,000. A suggestion was made to budget for all staff taking health insurance or at least add to it to buffer for changes like this in the future. The discussion ensued that the city would not provide the library with more funding to cover those expenses and whether increasing the budget for that would be useful.

Motion made by Joycelyn Russo, seconded by Meghan O'Driscoll to approve the January 2026 Bills and Financials. Motion carried without a negative vote.

7. REPORTS

A. *Director's Report*

- One full-time adult services staff unexpectedly is taking 6 weeks FMLA. There were a few staff work anniversaries.
- A goal for 2026 is to get a quote for solar panels for the roof. It may be necessary to get requests for proposals (RFPs). Mequon-Thiensville library anticipates theirs being paid for in a year.
- A connection was re-established with the CFOL Endowment Fund committee. The Fund has approved the purchase of two new sorter bins not to exceed \$23,000.
- Linda attended library legislative day today in Madison and met with Senator Habush-Sinykin and Representative Melotik.
- LLW would like to do a civics trivia event as part of the summer library program and for the 250th anniversary of the U.S.
- The 2025 Annual Report was submitted and approved by the Monarch Library System.
- Friends of the Library: there will be a fundraising event at the Cultural Center on March 7 with a concert, a 50/50 raffle, and an auction. They are also doing another cribbage fundraiser at the Legion. The Friends approved the annual budget of \$14,950 requested by the library director.
- The replacement with LED lights will hopefully be done by the end of April. There is some plumbing work being done in the bathrooms. The contract with Jani-King for janitorial work has to continue until the contract is up.
- Credit card terminals will be updated.
- There have been phone issues due to Spectrum updates in the area.
- The Jack Henke Show has received some underwriting donations to the FOTL.
- Use of Overdrive and Physical material circulations are up. 2025 saw 234,284 which is the most of any year since 2017.

B. *School Report*

March is Read Across America month! They are also updating AALS standards.

8. NEW BUSINESS

A. *Discussion and possible action on approval of Annual Report.*

Library collections saw higher numbers compared to 2024 as did library services (circulation of materials, interlibrary loans, etc.). There was a significant increase in use of e-series (e-magazines). The number of registered users is up by about 500. The total number of resident cards is 8,860 which is really good considering the population is 12,121. The number of people coming into the library is up significantly (122,663 to 149,388) compared to 2024.

Motion made by DeWayna Cherrington, seconded by Meghan O'Driscoll to approve the 2025 Annual Report. Motion carried without a negative vote.

9. ADJOURNMENT

Motion made by Joycelyn Russo, seconded by Meghan O'Driscoll, to adjourn the meeting at 8:06 p.m. Motion carried without a negative vote.

Kassandra Bartelme
Secretary