

ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Elisha D. Smith Public Library
Company E Room
January 27, 2026

Called to order at 5:30pm by Chair Witt

Present: Chair Witt, Vice Chair Halverson, Secretary Stojanovic, Trustee Lane, Trustee Turner, Trustee Englebert, Trustee Wickman, Superintendent of Schools Zimmerman, Teen Representative Lance

Absent: Trustee Franzoi

Also Present: Director Kopetsky, Business Manager Kozerski, Programming Services Manager Moore-Nokes and Public Services Manager Raschke, Bob Mittelstaedt

Public Comment/Communication

Bob Mittelstaedt introduced himself to the board and spoke about his connections to the Menasha community.

Consent Business

A motion was made by Wickman, seconded by Zimmerman to approve the Library Board of Trustees meeting minutes from December 16, 2025. Motion carried unanimously.

Authorization of Bills

A motion was made by Lane, seconded by Halverson to authorize payment of the December 2025 and January 2026 bills from the 2025 and 2026 budget and endowment accounts. Discussion ensued. Motion carried unanimously.

Updates

Staff Reports

- Raschke shared that weeding is being done for collection management and space. The Hoopla daily budget cap started January 1st. Patrons are notified when the daily limit has been reached. Discussion ensued. Raschke is also working on meeting with vendors for materials purchasing.
- Moore-Nokes reported that programming is starting strong for 2026. He also shared that the library is running a winter reading program for adults that started on January 12th. Programming staff is also doing collection management and weeding in their respective sections.

Teen Representative Report

- Teen Representative Lance shared that the Teen Volunteer Council helped with the teen art wall and making doorstoppers this month. The Teen Taste & Test was soup-themed and there was an art reception for the soup can prints that were created in November.

Friends Update

- Trustee Lane reported that Hawkins & Ash has finalized the 2024 audit. Planning has begun for the 2026 Courtyard Market. The board and Director Kopetsky are working on recruiting for two open board positions, President and Vice-President.

New Business

2025 Library Strategic Plan Process

- The community survey was launched on December 1 and closed on January 7th. Over 300 people responded.
- Director Kopetsky shared that the responses were positive overall.
- WiLs staff recorded a webinar exploring the resulting datasets and members of the strategic planning team created corresponding theming worksheets.

- There will be a meeting with WiLS staff and the members of the strategic planning team on Monday, February 16th to work together on the strategic planning framework.

Director's Report

- Kopetsky reported to the board the death of librarian Ana Acosta, who passed away on December 26, 2025 and what steps are being taken for coverage. It was decided that her job posting would be delayed until the end of this month. He thanked everyone for their kind words and thoughts about Ana. Discussion ensued.
- Kopetsky shared a draft of a redesigned monthly statistics document with the board. These would replace the current document starting next month for January 2026. Discussion ensued.
- SMITHworks will be closed for seasonal maintenance February 16-18th.

December Statistics

- Discussion ensued on end of year totals, programming categories and public library benchmarks.

2025/2026 Budget Status

- Kopetsky shared that the library ended 2025 in good shape, the 2024 approved carryover will likely all or mostly be expended.
- The library will be dropping a day of cleaning services to help lower costs.
- Kopetsky spoke to the value of library services provided calculator and its purpose. Discussion ensued.

2026 Community Foundation Endowment Pool Disbursement

- Director Kopetsky proposed a funding breakdown for a disbursement total of \$7,224.32.
- A motion was made by Lane, seconded by Zimmerman to allocate \$4,400 to literacy initiatives and \$2824.32 towards SMITHworks operations. Discussion ensued. Motion carried unanimously.

Library Memorial to Ana Acosta

- Kopetsky proposed dedicating the library's art wall to Ana Acosta, with an August date that would be open to the public. Discussion ensued.
- Kopetsky will look into pricing for signage/plaque and also library policy and precedent impacts.

The next regular meeting will be Tuesday, February 24, 2026 at 5:30pm.

Adjournment

Meeting adjourned at 6:35pm.

Respectfully submitted,
Eva Kozerski