

ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Elisha D. Smith Public Library
Company E Room
October 28, 2025

Called to order at 4:02pm by Chair Witt

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

Absent: Trustee Franzoi, Trustee Lane, Trustee Turner

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

Public Comment/Communication

Director Kopetsky informed the board of a recent anonymous donation and shared a book challenge that came to him from a community member.

Consent Business

A motion was made by Halverson, seconded by Zimmerman to approve the Library Board of Trustees meeting minutes from September 23, 2025. Motion carried unanimously.

A motion was made by Halverson, seconded by Zimmerman to accept the approved minutes of the Board Governance Committee meeting from September 19, 2025. Motion carried unanimously.

Authorization of Bills

A motion was made by Englebert, seconded by Stojanovic to authorize payment of the October 2025 bills from the 2025 budget and endowment accounts. Discussion ensued. Motion carried unanimously.

Updates

Staff Reports

- Raschke reported that several Menasha Joint School District first grade classes have been to the library and received library cards. They received a tour and were also able to check out materials. The remaining first grade classes will be visiting the library in the coming weeks. The library will be hosting a food drive in November in conjunction with the Neenah Public Library.
- Moore-Nokes shared that staff is finalizing their programming year and looking ahead to 2026 programming. 100 Books Before Kindergarten, 500 Books Before Middle School and 100 Books Before Graduation programs have all had good signup and participation numbers.
- Teen Representative Lance shared that the Teen Volunteer Council worked with staff to curate an interactive banned books display. Teen Test and Taste was a hit, with participants receiving pie crust to take home after the pie vs. crumble program. Switch Tuesday has now moved to Wednesdays.

Friends Update

- Director Kopetsky reported that the Friends are in the middle of an audit and tax filing. The holiday vendor market fundraiser will be held on Sunday, November 30 and will include a used book sale. Planning has begun for the Courtyard Market in 2026.

New Business

2026 Budget Process

- Director Kopetsky advised the board that it is not a status quo budget year. Discussion ensued.
- The library's budget hearing will take place on Wednesday, November 12 at 5pm. The final vote on the budget will take place on Monday, November 17th.

2025 Strategic Planning Process

- WiLs staff and the strategic planning committee met virtually on Friday, October 23 to discuss project scope, timelines and roles. Data gathering will include community meetings, surveys and interviews.
- As part of the process, library staff and WiLs will have an in-service the morning of Tuesday, December 2nd.

Director's Report

- The library hosted the city's annual employee appreciation luncheon on October 7th.
- On October 20th, the city council voted to accept the completed library project.
- Kopetsky shared concerns that reduction of local funding will have implications for the 2027 budget year, as one dollar of county funding is lost for every three dollars of local funding. Discussion ensued

September Statistics

- The library's door count is up by 60%.
- Almost 600 people have gone through the SMITHworks badging process.

2025 Budget Status

- Kopetsky reported that electricity costs seem to be outsized for having newly installed equipment as well as past data. City staff and Miron employees are investigating causes and solutions.
- The overall budget is on track.

Approve 2026 Library Closure Dates

A motion was made by Halverson, seconded by Wickman to accept the 2026 library closure dates. Motion carried unanimously.

Adjourn into Closed Session: Motion made by Halverson, seconded by Englebert to adjourn into closed session pursuant to §19.85(1)(c), Wis. Stats., Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Director's annual performance review and compensation.

The meeting adjourned into closed session at 5:04pm.

A motion was made by Englebert, seconded by Wickman to adjourn the meeting at 5:26pm.

The next regular meeting will be Tuesday, November 25, 2025 at 4:00pm.

Adjournment

Meeting adjourned at 4:41pm.

Respectfully submitted,
Eva Kozerski