

ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Elisha D. Smith Public Library
Company E Room
February 24, 2026

Called to order at 5:31pm by Chair Witt

Present: Chair Witt, Vice Chair Halverson, Secretary Stojanovic, Trustee Lane, Trustee Wickman, Trustee Mittelstaedt, Teen Representative Lance

Absent: Trustee Turner, Trustee Englebert, Superintendent of Schools Zimmerman

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

Public Comment/Communication

None.

Consent Business

A motion was made by Halverson, seconded by Wickman to approve the Library Board of Trustees meeting minutes from January 27, 2026. Motion carried unanimously.

Authorization of Bills

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

Updates

Staff Reports

- Raschke reports that Blind Date with a Book is the current lobby display and has been popular with patrons. The Novel Thoughts book club read staff librarian Tuppence Van de Vaarst's novel for their monthly selection and she joined the group for discussion. Experience Passes have been renewed for this year and are now able to have holds placed on them.
- Moore-Nokes reported that programming highlights this month include Black History Month, Lifesize Candyland and a game night with Menasha Parks & Rec. He also shared that the Librarian I position job posting closes soon and interviews will follow shortly after.

Teen Representative Report

- Teen Representative Lance shared that the Teen Volunteer Council helped update the 1000 Books Before programs, filled seed bags for the upcoming seed library and built a spice rack. The Teen Taste & Test was stir-fry with fresh vs. frozen vegetables. The Teen Role-Playing Groups have been well-attended.

Friends Update

- The Friends board and Director Kopetsky are working on recruiting for two open board positions, President and Vice-President as well as three other positions, in order to grow the board. These positions are for advocacy, fundraising and volunteerism. The final audit report was submitted to Community First and the Friends is waiting to hear about future audit requirements.

New Business

2025 Library Strategic Plan Process

- There was a meeting with WiLS staff and the members of the strategic planning team on Monday, February 16th to work on the strategic planning framework and objectives.
- An activation meeting between staff and WiLS is planned for Thursday, March 12th. Discussion ensued.

- The finished plan will then be shared with the board. A portion of the staff in-service day on Thursday, March 26th will be dedicated to the plan.

Director's Report

- Kopetsky shared he and staff are monitoring study and meeting room usage. There may be a need to revise or expand the meeting room policy to reflect the current volume of demand. Discussion ensued.
- SMITHworks was closed February 16-18 for seasonal maintenance and software updates.

January Statistics

- Kopetsky reports that the year is off to a good start, but comparison to January 2025 is not useful due to the library being closed for that month.

2025/2026 Budget Status

- Kopetsky shared that the library is still expected to have finished 2025 slightly underbudget.
- Kopetsky also shared preliminary plans for several new elements of the library's literacy initiative as well as partnership opportunities. Discussion ensued.

Approve 2025 Annual Report to the Wisconsin Department of Instruction

- Halverson, seconded by Wickman, made a motion to approve the library's 2025 Annual Report to the Wisconsin Department of Instruction.

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

Adjournment

Meeting adjourned at 6:11pm.

Respectfully submitted,
Eva Kozerski