

ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Elisha D. Smith Public Library
Company E Room
July 22, 2025

Called to order at 4:09pm by Chair Witt

Present: Chair Witt, Vice Chair Halverson, Secretary Stojanovic, Trustee Franzoi, Trustee Lane, Trustee Turner (arrived at 4:35pm), Superintendent of Schools Zimmerman (arrived at 4:13pm), Teen Representative Lance

Absent: Trustee Englebert

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

Public Comment/Communication

Lorin Ganzel commented on SMITHworks attendance statistics, demographics and programming.

Consent Business

A motion was made by Halverson, seconded by Stojanovic to approve the Library Board of Trustees meeting minutes from June 24, 2025. Motion carried unanimously.

A motion was made by Lane, seconded by Stojanovic to accept the approved minutes from the Board Governance Committee meeting from May 27, 2025.

Authorization of Bills

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

Updates

Staff Reports

- Raschke has been training new staff and volunteers. The ongoing book sale is picking up speed and feedback from patrons regarding its return has been very positive. The processing backlog of mostly Library of Things items such as Chromebooks, hotspots, etc. is almost finalized.
- Moore-Nokes shared that at this summer reading program midpoint, there are about 750 participants. Staff is now pivoting to programming preparation for the fall and working as a team on the library's reading initiative.
- Teen Representative Lance shared that the Teen Volunteer Council helped fill Spice of the Month bags, organized prize books for the summer reading program, and assisted with display setup. In addition, some are being trained on SMITHworks equipment to help create Friends of the Library merchandise. The Teen Test and Taste and the teen creative writing workshops have been popular.

Friends Update

- Trustee Lane shared that the Friends have been participating in the Menasha Farm Market on Sundays. Currently they are selling memberships and merchandise, and they will add corn to sell as soon as it is ready.

New Business

Director's Report

- Kopetsky spoke to the literacy initiative timeline, community partnerships and grant opportunities.

- There have been some issues with the new chiller due to sediment in the existing pipes, which has been clogging the system and causing automatic shutdown. Miron and city facilities staff have been working to address this.
- Miron is also working on replacing the stair treads on both public staircases, this has been delayed due to a long lead time for materials.

June Statistics

- Director Kopetsky explained that comparing 2025 stats to 2023, versus 2024, is now more useful as the library was closed or in the temporary location for the remainder of 2024. Discussion ensued.
- The library is still on track to have record programming attendance this year.
- Daily door count attendance for June was more than a third year higher than June 2023.
- Room bookings are up about 50% and new library card applications are up by 30%.

2025 Budget Status

- Overall, the budget remains on track for this year. Programming is being expended at a rate faster than expected, this is mostly due to some one-off expenses such as learning kitchen items and SMITHworks equipment. The 2025 endowment disbursement will help offset this. Discussion ensued.

Discussion ensued on the funding and budgeting process as it relates to the city council, endowment funds versus public funding and procurement of funding.

The next regular meeting will be Tuesday, August 26, 2025 at 4:00pm.

Adjournment

Meeting adjourned at 4:40pm.

Respectfully submitted,
Eva Kozerski