

**Jefferson County Library Service Board  
Minutes from July 24, 2024 Meeting**

Board members present: Art Biermeier, Amanda Golson, Greg Haasch, and Tim Semo

Board members absent: Brian Henning and Richard Moulding

Others Present: Karol Kennedy, Bridges Library System Director; Minetta Lippert, Dwight Foster Public Library Director; Kelli Mountford, Karl Junginger Memorial Library Director; Jodi Kessel Szpizar, Johnson Creek Public Library Director; Melissa Anderson, Jefferson Public Library Director; Diane Jaroch, Irvin L. Young Memorial Library Director

Call to order: The meeting was called to order at 5:00 p.m. by Board President Tim Semo.

Approval of Minutes of the March 6, 2024 meeting: Motion to approve the minutes as presented was made by Art Biermeier. Seconded by Greg Haasch. Approved unanimously.

Comments from the Public: None

Correspondence: None

Administrator's Report – Minetta Lippert: Minetta shared that Barbara Beaver resigned from the Jefferson County Library Board because she is moving out of Jefferson County. Ben Wehmeier intends to present a recommendation for a replacement appointment to the County board on August 12. Karol and Minetta will present the libraries' annual report to the County Board on August 12. Karol and Minetta will meet with Mark Devries and Ben Wehmeier on August 14. There will be a Jefferson County Finance Committee Budget hearing about libraries on Wednesday, September 18 at 8:35 a.m.

Report from Library System Representative – Art Biermeier: Art shared that Karol presented the budget at the last Bridges Board meeting. Information was shared about Trustee Training Week coming up in August. The Board approved a rent agreement for the Bridges office and a delivery service agreement.

Report from Library System Director – Karol Kennedy: Karol reported that the budget was submitted to Waukesha County. After this meeting, she will submit the budget to Jefferson County. Bridges recently went through an RFP process for a Discovery Layer. They accepted a bid and are now waiting for the contract to be finalized.

Development of a new Strategic Plan for 2025-2027 (Discussion): Karol, Tim, and Minetta will work on creating a new plan, which is required by statute. The new plan will likely consider adding Hoopla circulation the funding formula. The development of a new plan requires a

public hearing. The plan will then be approved by the Jefferson County Library Board. Finally, the plan will be presented to the County Board in December.

Incorporating Hoopla usage into the county funding formula (Discussion): Karol recommends incorporation verifiable electronic circulation into the new plan. Karol explained the importance of reimbursing libraries for costs related to electronic circulation.

Voting for County Resource Library and Officer Positions (Action):

- Motion to approve Dwight Foster Public Library as the resource library was made by Tim Semo. Seconded by Art Biermeier. Approved unanimously.
- Motion to approve Amanda Golson as secretary made by Amanda Golson. Seconded by Tim Semo. Approved unanimously.
- Motion to approve Tim Semo as president made by Art Biermeier. Seconded by Greg Haasch. Approved unanimously.
- Motion to approve Art Biermeier as vice president made by Tim Semo. Seconded by Greg Haasch. Approved unanimously.

2025 County Resource Library Budget Request (Action): Karol recommends that we keep the resource library payment at \$700. Motion to approve the resource library budget request of \$700 made by Art Biermeier. Seconded by Greg Haasch. A roll call vote was taken. Art Biermeier, Amanda Golson, Greg Haasch, and Tim Semo all voted in favor of approving the motion. No one voted against the motion or abstained from the vote.

2025 County Library Service Operating Budget Request (Action): Karol presented the 2025 Jefferson County budget request and explained the formula used. Motion to approve the 2025 county library service operation budget request made by Greg Haasch. Seconded by Art Biermeier. A roll call vote was taken. Art Biermeier, Amanda Golson, Greg Haasch, and Tim Semo all voted in favor of approving the motion. No one voted against the motion or abstained from the vote.

2023 Annual Report for Jefferson County library services (Action): Minetta presented the annual report about Jefferson County libraries in 2023. The report includes contributions from Karol and each Jefferson County library director. Motion to approve the 2023 annual report made by Art Biermeier. Seconded by Tim Semo. Approved unanimously.

Reports from County Libraries: Library Directors present shared information and stories about happenings in their libraries. Several libraries shared about the success of the passport challenge. Libraries are busy with the summer reading program. A couple libraries have launched (or are close to launching) their Library Calendars. Libraries also shared about projects, staffing, space updates.

Adjournment: A motion to adjourn was made by Greg Haasch. Seconded by Art Biermeier. Approved unanimously. The meeting was adjourned at 6:01 p.m.