

Regular Meeting of the Kilbourn Public Library Board of Trustees
Wednesday, February 11, 2026

Members present: Maggie Fraser, Ted Theiler, Sara Ketterer, Monica Gavinski, Kerri Ryan, Cathy Borck, library director. Absent: Dan Anchor, Iwona Pakos

- I. Call to Order
 - A. Proper notice having been given pursuant to Sect. 19.84 of Wis. Statutes, and therefore being in compliance with the Open Meeting Law, the meeting was called to order by Sara Ketterer, vice-president, at 5:35 pm.
- II. Motion to approve minutes from last month's meeting made by Ted. Second by Maggie. Motion carried.
- III. The Library Director's Report will be available to members prior to the meeting and included as an attachment to the minutes.
- IV. Financial Report made by Cathy. Motion to approve the monthly expenditures made by Ted, second by Monica. Motion carries.
- V. Committee Reports - none
- VI. Unfinished Business - none
- VII. New Business
 - A. Approval of 2025 Annual Report
 - 1. Motion to approve made by Maggie, second by Ted. Motion carries.
 - B. Discussion and decision on VARC internship
 - 1. Motion to defer decision to Cathy made by Ted, second by Monica. Motion carries.
- VIII. Items for referral to next meeting
 - A. Hoopla discussion
- IX. The next meeting will be Wednesday, March 4, 2026, at 5:00 pm.
- X. The meeting adjourned on a motion by Ted, second by Maggie. Motion carried.

Respectfully submitted, Kerri Ryan, Secretary

February 2026
Director's Report

LIBRARY STATISTICS

January

Door Count – 7146

Last year – 6862 Last month – 5865

Computer users – 317

Last year – 308 Last month – 247

Wireless users – 517 USERS

Last year – 511 Last month – 454

Circulation – 4941

Last year – 5178 Last month – 4481

Bookmobile Circulation – 330

Last year – 445 Last month – 356

Digital Circulation – 2102

Last year – 1585 Last month – 1983

Library Activities

January was a busy month for programming,

Amy Laundrie presented her new picture book, *When an Octopus Crashed Your Party* on January 9. We had close to 70 people including our homeschoolers and other families.

Our early release activity days in January included a Polar Party on January 14 with 35 people attending and Winter Sowing (seed starting) and Scavenger Hunt on January 28 with 47 people attending.

Our Saturday programs were well attended. 15 people came to papercraft, 25 were here for lego day, 10 for movie day and 37 attended our family day with fun inside and outside.

We held our open house on Saturday, January 24. School was cancelled on the Friday before because of the cold and it was a cold day on Saturday. But we had a great turnout for the event. We had over 250 people attend. All the carnival activities

and games were well received. We served 186 lunches. The face painting did not go as smooth as other years and we had some disappointed patrons.

Today, most of the staff was able to attend training on the new integrated library system. Today we attended training on the circulation side of the system. Tomorrow some of us will attend training on the cataloguing and serials portions of the system. The go live date for the new system is April 16. We will be using offline circulation April 13 – 15. Our take aways from the training today were positive. It is going to be a big change but it is a fairly intuitive system so we are all staying positive. There is a training sandbox that we can use to practice and learn on our own so all the staff will be able to get some time to sit down and work on the daily tasks so we are prepared. Kendra and I will be meeting with the representative from Farber Specialty Vehicles to begin making decisions on the new bookmobile. We will need to decide on the floorplan and make some decisions on number of carts, storage unit sizes and shelving styles and sizes.

Once we decide that we will look at interior finishing and the electrical and networking systems. And we will have to start working with one of the representatives on a wrap design. I will be bringing ideas to the next board meeting.