



City of Beaver Dam, Wisconsin  
Library Board of Trustees Meeting Minutes  
**311 N Spring Street: Community Room**  
Friday, May 15, 2026  
7:45 AM

1) Call to Order – Roll Call

Meeting called to order at 7:46am by Library Board President Kevin Luebke.

Present: Kevin Luebke; Frank Ferree; Brandon Krause; Mike Devitt; Liberty Bell; Heather Rasmussen; Mary Kahler; Jamie Kratz-Gullickson

Excused: Eric Schumacher-Rasmussen

Also present for all or part of the meeting: Sarah Cournoyer, Library Director; Anita Streich, Information & Community Services Librarian; Cal Hemling, Wells Fargo Advisor; Larry Bierke, City Administrator

2) Presentations & Reports

a) Introductions of Trustees

Library trustees, the director, and the City administrator introduced themselves for the benefit of new trustee, Mary Kahler.

b) Endowment Fund Report

Hemling stated that the current balance of the Endowment Fund portfolio is \$765K with \$116K of that in the money market account. In discussion with Cournoyer, no transfers were necessary this month, but are anticipated in June for construction and related invoices.

c) Financial Secretary Report

As presented in the packet.

d) Fundraising Committee Report

Kratz-Gullickson stated that the library was not awarded the DOA grant. She and Cournoyer will follow up on phase two fundraising following the completion of phase one.

e) Gifts and Acknowledgements

Luebke thanked the Thiels who completed their Next Chapter pledge.

f) Library Administrator Report

Cournoyer gave a brief update on library operations and the move. Bell offered kudos to Cournoyer and the library staff for continuity of services and accessibility throughout the renovation.

g) Library Renovation Report

Cournoyer said the building inspector had granted occupancy following the installation of additional emergency exit lighting.

3) Consent Agenda

On motion by Rasmussen, seconded by Bell, the Library Board approved the consent agenda as presented.

a) Approval of the April 17, 2026, Meeting Minutes

b) Approval of Invoices Paid

c) Informational Items

Included the preliminary April 2026 Expenditure to Budget Comparison; the April 2026 Monthly report will be presented at the June meeting.

4) Discussion & Possible Action

a) Annual Meeting: Election of Officers

The Library Board elected the following officers unanimously: Kevin Luebke, President; Liberty Bell, Vice President; Eric Schumacher-Rasmussen, Financial Secretary.

b) Renovation Project

Project Budget, Contracts, Change Orders, and Endowment Fund: Transfers and Payments

On motion by Kratz-Gullickson, seconded by Bell, the Library Board approved payment of \$131.89 from the endowment checking account to PRA.

On motion by Krause, seconded by Rasmussen, the Library Board approved payment of \$9,041.05 from the endowment checking account to Signarama.

On motion by Rasmussen, seconded by Kratz-Gullickson, the Library Board approved payment of \$36,701.13 from the endowment checking account to Creative Constructors.

On motion by Kratz-Gullickson, seconded by Ferree, the Library Board approved payment of \$3,000.88 from the endowment checking account to reimburse the gift and lost checking account for the purchase of donor benches with plaques from the Amish Craftsmen Guild II.

c) CLOSED SESSION, if necessary. Motion to adjourn to closed session pursuant to Wisconsin Statute 19.85(1)(f), considering financial data or personal histories of specific persons. Specifically, to discuss data regarding library donors and/or potential donors.

d) Reconvene in open session to take action on library donors.

5) Any Other Business

a) Items for future agendas

b) Announcements

Luebke announced that the donor recognition event will be on June 17 from 5-6:30 and will feature h'or d'ouerves from Dam Chicken - charcuterie boards with vegetarian and gluten free options - and that Mike Neumeier will volunteer as photographer for the event, as well as being a donor. The Library Board will provide dinner for the staff as a thank you during the scheduled staff meeting later that evening.

6) Adjourn

On motion by Kahler, seconded by Rasmussen, the Library Board adjourned at 8:48am