



City of Beaver Dam, Wisconsin
Library Board of Trustees Meeting Minutes
311 N Spring Street: Conference Room
Friday, July 18, 2025
7:45 AM

1) Call to Order – Roll Call

Meeting called to order at 7:45am by Library Board President Kevin Luebke.

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

Excused: Eric Schumacher-Rasmussen

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

2) Presentations & Reports

a) Endowment Fund Report

Hemling shared that the portfolio is up \$23K since last month and \$31K since the start of the year. The money market account interest rate is over 4%. The current value of the portfolio is \$2.16 million.

b) Financial Secretary Report

As presented in packet.

c) Gifts and Acknowledgements

The Library Board acknowledged the gifts as presented in the report. Cournoyer shared that Frances J. "Bunny" Schmidt for whom several memorial donations were received was a lifelong friend of the library, serving for 50 years on the Friends of the Library.

d) Library Administrator Report

Cournoyer asked if there were any questions about the report as presented, then gave some highlights regarding the messaging campaign for the move including the Facebook post that received 150 likes/loves and 64 shares. Notably, one Facebook commentor thanked the Library Board and staff for choosing to relocate the library during the construction.

3) Consent Agenda

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

a) Approval of the June 13, 2025 Meeting Minutes

b) Approval of Invoices Paid

c) Informational Items

Included 7.14.25 Budget Expenditure Comparison; June Monthly Report. Cournoyer noted the program partnership with the Dodge County Historical Society to present a well-attended and moving 75th Anniversary of the Korean War program.

4) Discussion & Possible Action

- a) Authorize Payment of Barking Dog Invoice for Storybook Trail Materials Purchase from Endowment Checking

On motion by Kratz-Gullickson, seconded by Ferree, the Library Board approved the payment of the \$3,858.26 invoice from Barking Dog from the AmBank Endowment checking account for the Storybook Trail materials. Cournoyer noted that there was a balance of \$207.74 from the \$4,066 raised by Leadership Beaver Dam participants Jennifer Hiley and Chelsea Deaton. The balance will be used towards the project when the renovation is complete and installation can take place.

- b) Limit hoopla Access to Municipal and Dodge County Non-Libraried Service Area Cardholders

On motion by Kratz-Gullickson, seconded by Fiegel, the Library Board approved limiting hoopla access to City of Beaver Dam and Dodge County non-librariied service area cardholders.

- c) Renovation Project Update

On motion by Rasmussen, seconded by Kratz-Gullickson, the Library Board approved payment of the PRA invoice in the amount of \$42,758.68 from the AmBank Endowment checking account.

Cournoyer shared that there was good interest at the walk-thru and potentially the project could have up to seven bidders.

On motion by Kratz-Gullickson, seconded by Devitt, the Library approved a \$25K cap for any construction change orders by Cournoyer after discussion regarding an appropriate amount.

Change Order and/or Decision Authority for Library Administrator for Renovation Construction Project

- d) 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.

n/a

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

n/a

5) Any Other Business

- a) Items for future agendas

2026 Draft Budget

b) Announcements

Luebke announced that Bell was honored with a National Teaching Award from Williams College receiving the Olmsted Prize for Excellence in Secondary School Teaching. He also invited trustees to attend BDACT's Cinderella which he is co-producing and playing in the orchestra pit for and promises to be a fantastic show.

Special Session for Selection of General Contractor from Public Bids to be Friday, July 25, 2025 at 7:45am

6) Adjourn

On motion by Devitt, seconded by Rasmussen, the Library Board adjourned at 8:38am.