

**Lester Public Library of Arpin Meeting Agenda**  
**8091 Cty Rd. E., Arpin, WI 54410 February 10, 2025, at 7 p.m.**

Called to Order: 7:00 P.M.

Present: Steve Van Wyhe, Melissa Hardinger, Tiffany Draeger, Annette Pyke

Absent: Rachel Schmuhl

Guests: Stacy Kunding, Karmen Bouma, Debbie Haupt

**ACTION ITEMS**

**Approve January 2025 minutes**

Move to accept January minutes as presented.

Motion made by Melissa Hardinger, Seconded by Tiffany Draeger

**Approve January 2025 expenses**

Move to accept January expenses as presented.

Motion made by Tiffany Draeger, Seconded by Steve Van Wyhe

**Approve January 2025 payroll**

Move to accept January payroll as presented.

Motion made by Tiffany Draeger, Seconded by Melissa Hardinger

**Library Director Report & Updates:**

- Annual Report Review - Director shared highlights from the library annual report including an increase of 11% in library visits. This increase was reflective of several record-breaking months in 2024. In addition, it should be noted that while January 2022 showed the highest number of library visits in 10 years for that month, January 2025 has surpassed that amount. Circulation also saw an increase of 5.5% in adult circulation and a 9.5% increase in children's circulation. Electronic circulations were also increased 16% and 11% respectively, showing that the community is taking advantage of the Libby app offered for free through the library.
- Wild Wisconsin Winter Web Conference Review - The Director also shared highlights from the Wild Wisconsin Winter Web Conference and her progress in completing the continuing education requirements of that position.
- Staffing Changes - Joyce Soppe has informed the Director of her plans to retire from Story Hour at the end of May. Sharon Kitzmann will assume the role of Story Hour lead with minor changes being made to their scheduled work hours.

**Board Discussion:**

- Library Assistant Review - addressed below
- Director Annual Review - addressed below
- Election of Officers - addressed below

**Approve Library Assistant Review**

Move to accept the Library Assistant review with wage increase.

Motion made by Melissa Hardinger, Seconded by Tiffany Draeger

Call to order closed session: 7:15

Present: Melissa Hardinger, Annette Pyke, Tiffany Draeger, Steve Van Whye

Absent: Rachel Schmuhl

Abstained:

**Board Discussion:**

- Director review

Motion to adjourn closed session by Melissa Hardinger, seconded by Tiffany Draeger. 7:18 p.m.

Call to resume Open Session: 7:30

Present: Melissa Hardinger, Tiffany Draeger, Steve Van Whye, Annette Pyke

Absent: Rachel Schmuhl

Guests:

**Approve Director wage increase**

Move to accept Director wage increase as discussed in closed session.

Motion made by Melissa Hardinger, Seconded by Tiffany Draeger

**Nomination and approval of Library Board President**

Move to accept Tiffany Draeger as Library Board President.

Motion made by Melissa Hardinger, Seconded by Steve Van Whye

**Nomination and approval of Library Board Vice President**

Move to accept Rachel Schmuhl as Library Board Vice President.

Motion made by Tiffany Draeger, Seconded by Melissa Hardinger

**Nomination and approval of Library Board Secretary**

Move to accept Annette Pyke as Library Board Secretary

Motion made by Steve Van Whye, Seconded by Melissa Hardinger

**Future Agenda Items:**

- Review/Update Employment Application and Background Check forms

Motion to adjourn by Melissa Hardinger, seconded by Steve Van Whye. 7:40 p.m.

**Next meeting will be held Monday, March 10 at 7 p.m. Meetings are open to the public.**