

Elkhart Lake Library Board of Trustees
Meeting Minutes of January 12, 2026

The monthly meeting of the Elkhart Lake Public Board of Trustees was held on January 12, 2026. Members present included Mary Farron, Rachel Karras, Patti Zuelke, Mark Landgraf, and Sarah Rudnick with Adam Engelbertson attending via MS Teams. Rachel Montes, Library Director, was also present. Rob Orth and Lisa Doebert were absent.

President Sarah Rudnick called the meeting to order at 9:02. Motion was made and seconded (Mary / Rachel K) to approve the agenda as posted. The motion passed unanimously.

PUBLIC COMMENTS/TRUSTEE COMMENTS - Mark and Adam commented on new building projects in the community as well as present property taxes.

DISPOSITION OF MINUTES - Motion was made and seconded (Rachel K / Adam) to approve the minutes as presented for the November meeting. The motion passed unanimously.

TREASURER'S REPORT - Treasurer Patti presented and reviewed the 4th quarter treasurer's report.

LIBRARY DIRECTOR'S REPORT -

- I. The Income and Expense report -
 - A. December 2025 Income and Expense Report - Director Rachel reviewed the report for December. Notable income came from the Friends of the Library whose donation will cover many projects and programs for the coming year.
 - B. Final Expenses 2025 - The final expenses report was reviewed by the board. A notable expense was to replace the book covering machine. All other expenses were within the budgeted plan.
 - C. January 2026 Income and Expense report. The January expense report showed normal expenses for programs, books, etc. One notable expense was to support Libby usage. Motion was made and seconded to approve income and expense report for November and December (Mary / Rachel K) . The motion passed unanimously.
 - D. 4th quarter Financial Report for 2025 - Director Rachel presented the financial report for the 4th quarter, Most items fell within the budgeted amounts. The remainder will be added to the Library Pool.

Circulation Report - Circulation report showed increases in both November and December with the greatest changes in juvenile circ. Programs were well attended.
Director's Written Report - The written report listed projects and events continuing for the staff in the library. Planning for special winter programs took place. Some end of year work was done.

NEW BUSINESS - Review of Library Programs - Director Rachel presented an impressive 3 page list of the programs for 2025. The programs were creative and interesting. There was something for everyone!

OLD BUSINESS - Review of Director's Goals and Objectives - The board did a second read of the goals and objectives for 2026. It was agreed that these were ambitious and rigorous.

NEXT MEETING - Next meeting is set for Monday February 9, 2026 and 9am.

CONFIRM ACTION ITEMS - None

ADJOURNMENT - Motion to adjourn was made and seconded (Patti / Rachel K). The motion was approved unanimously. The meeting was adjourned at 9:32.

Respectfully Submitted
Mary Farron, Secretary