

Karl Junginger Memorial Library  
Board of Trustees Meeting Minutes  
**September 24, 2025 @ 5:30 pm**

I. Call to Order & Introductions

*The meeting was called to order at 5:32 p.m. Present: Art Biermeier, Diane Graff, Leslie Fugate, Cindy Krueger, Sara Cummings, Susan McDermott, and Kelli Mountford.*

II. Approval of agenda

*The agenda was approved as written*

III. Approval of open minutes from August 26, 2025.

*Cummings moved to approve the August 26, 2025, minutes. McDermott seconded. The motion passed unanimously.*

IV. Correspondence, Appearance, Public Comments

V. Director's Report

VI. Unfinished Business

A. **Financial monthly report for August 2025 - Action**

*Cummings moved to approve the August 2025 monthly invoices as presented. Fugate seconded. The motion passed unanimously.*

B. **2026 Budget – Action**

*Mountford presented the new 2026 library budget. Fugate made a motion to approve the updated 2026 library budget as presented. Krueger seconded. The motion passed unanimously.*

C. **Policy 515 Facility Use – Action**

*Krueger made a motion to approve Policy 515 with the updates. Graff Seconded. The motion passed unanimously.*

D. **Flat Roof – Action**

*Mountford stated she has not had any communication from Pioneer Roofing about the fix to the flat roof. The roof, since the fix, has not had any leakage issues.*

E. **Adult Fiction Shelving – Action**

*Mountford stated she has heard back from Bob Renforth, Auburn Ridge (Marshall, WI), stating that he believes both adult bookcases can be completed for \$6,750.89 with delivery. Promotional signage would be small and only advertised for a period of time.*

F. **Trustee Appreciation Event 9/30/2025 from 6 to 8 pm at Johnson Creek Community Center – Informational**

**VII. New Business**

**A. Policy 410 Circulation Policy – Informational**

Mountford discussed adding the wording of limiting checkout for video games to 3 at a time per household.

**B. Exemption from County Library tax – Informational**

*Mountford discussed the yearly exemption from the County Library tax for Jefferson County and the wording that needs to be stated by the City Council to pass the resolution.*

**C. Read and Discuss the Library Board Trustee Handbook Chapter 24, “Library Friends and Library Foundations” – Informational**

**VIII. Future agenda items – Budget 2026, Adult Fiction shelving, Flat Roof, Policy 410**

**IX. Date, place, and time of the next meeting: Wednesday, October 29, at 5:30 p.m. in the Hyer Conference Room. Please make note that this is the LAST Wednesday of the month due to parent/teacher conferences.**

**X. Adjournment**

Biermeier moved to adjourn at 6:18 p.m. Fugate seconded. The motion passed unanimously.

Respectfully submitted,  
Cindy Kreuger

Karl Junginger Memorial Library / Mayor/Council/Board Report -SEPTEMBER 2025

SEPTEMBER MONTHLY STATISTICS		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	
Library Card Holders		2024	2370	2380	2391	2403	2415	2443	2470	2486	2436	2434	2274	2292
		2025	2301	2315	2317	2330	2353	2400	2422	2432	2439			
		% of Change	-2.91%	-2.73%	-3.09%	-3.04%	-2.57%	-1.76%	-1.94%	-2.17%	0.12%	-100.00%	-100.00%	-100.00%
NEW Library Card Holders		NEW TO 2025 STATS	2025	13	18	20	25	30	47	24	14	12		
		% of Change	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Checkouts (Circulation)		2024	4024	4344	3645	4306	3595	5529	6002	4483	3947	4284	4186	4178
		2025	4662	4182	4539	4122	4134	6254	6777	4945	4562			
		% of Change	15.85%	-3.73%	24.53%	-4.27%	14.99%	13.11%	12.91%	10.31%	15.58%	-100.00%	-100.00%	-100.00%
eBook/Audio Checkouts (Circulation)		2024	986	887	914	826	785	710	875	778	762	882	723	747
		2025	868	856	840	909	935	950	1029	1041	1036			
		% of Change	-11.97%	-3.49%	-8.10%	10.05%	19.11%	33.80%	17.60%	33.80%	35.96%	-100.00%	-100.00%	-100.00%
Library Visits		2024	1759	1725	1864	2207	2299	3064	3030	2000	2052	2157	1922	1381
		2025	1956	1970	2384	2280	2387	3002	2997	2142	2048			
		% of Change	11.20%	14.20%	27.90%	3.31%	3.83%	-2.02%	-1.09%	7.10%	-0.19%	-100.00%	-100.00%	-100.00%
Meeting Room Use BY PUBLIC		2024	8	12	8	14	13	9	9	9	11	11	11	6
		2025	9	17	20	18	9	13	13	18	8			
		% of Change	12.50%	41.67%	150.00%	28.57%	-22.22%	44.44%	44.44%	100.00%	-27.27%	-100.00%	-100.00%	-100.00%
Public Computer Use		2024	101	130	91	118	106	74	75	73	87	75	82	77
		2025	77	73	105	100	108	97	80	72	75			
		% of Change	-23.76%	-43.85%	15.38%	-15.25%	1.89%	31.08%	6.67%	-1.37%	-13.79%	-100.00%	-100.00%	-100.00%
WiFi Use		2024	135	181	182	200	204	203	202	221	254	208	188	165
		2025	230	232	200	217	202	209	202	179	190			
		% of Change	70.37%	28.18%	9.89%	8.50%	-0.98%	2.96%	0.00%	-19.00%	-25.20%	-100.00%	-100.00%	-100.00%
Outreach to local schools, daycares, & residents		2024	63	152	57	183	133	70	84	63	91	74	119	78
		2025	114	186	131	139	109	83	50	80	78			
		% of Change	80.95%	22.37%	129.82%	-24.04%	-18.05%	18.57%	-40.48%	26.98%	-14.29%	-100.00%	-100.00%	-100.00%
Checkouts		2024	20	20	20	21	18	19	20	16	19	22	18	15
		2025	15	14	18	15	15	16	18	17	14			
		% of Change	-25.00%	-30.00%	-10.00%	-28.57%	-16.67%	-15.79%	-10.00%	6.25%	-26.32%	-100.00%	-100.00%	-100.00%
Adult Number of Programs		2024	162	153	201	161	121	265	188	159	153	244	122	147
		2025	197	103	188	119	197	261	153	117	79			
		% of Change	21.60%	-32.68%	-6.47%	-26.09%	62.81%	-1.51%	-18.62%	-26.42%	-48.37%	-100.00%	-100.00%	-100.00%
Teen (12-18) Number of programs		2024	4	4	3	3	3	9	10	4	4	4	3	3
		2025	4	3	3	1	0	7	10	1	2			
		% of Change	0.00%	-25.00%	0.00%	-66.67%	-100.00%	-22.22%	0.00%	-75.00%	-50.00%	-100.00%	-100.00%	-100.00%
Attendance		2024	50	26	32	25	24	166	108	38	27	44	29	24
		2025	21	10	24	24	0	185	99	36	36			
		% of Change	-58.00%	-61.54%	-25.00%	-4.00%	-100.00%	11.45%	-8.33%	-5.26%	33.33%	-100.00%	-100.00%	-100.00%
Children's Number of programs		2024	15	17	17	18	16	28	33	14	16	17	14	12
		2025	12	14	12	17	13	19	28	12	14			
		% of Change	-20.00%	-17.65%	-29.41%	-5.56%	-18.75%	-32.14%	-15.15%	-14.29%	-12.50%	-100.00%	-100.00%	-100.00%
Attendance		2024	367	264	425	465	1035	2016	1694	425	435	591	429	393
		2025	355	329	351	613	943	1715	1249	399	396			
		% of Change	-3.27%	24.62%	-17.41%	31.83%	-8.89%	-14.93%	-26.27%	-6.12%	-8.97%	-100.00%	-100.00%	-100.00%
GENERAL ALL AGE PROGRAMS		NEW 2025	1	1	1	4	4	4	4	1	2			
Number of Programs														
Attendance			69	67	84	342	699	671	185	97	133			