

Winnefox Library System

Unapproved Board Meeting Minutes

January 28, 2026

The January 28, 2026, regular meeting of the Winnefox Library System Board of Trustees was held Virtually. President Andrew Prellwitz called the meeting to order at 4:30 p.m.

Present: Mark Arend, Chuck Bornhoeft, Bill Bracken, Noah Cypher, Randy Fieldhack, Katherine Freund, Mel Kolstad, Nita Krenz, Jim Miller, Lloyd Moberg, Thomas Mosling, Andrew Prellwitz, Mellisa Stafford, Michael Will and Doug Zellmer.

Trustees Absent: Samantha Goldben.

Also Present: Clairellyn Sommersmith, Director; Marcy Cannon, Business Manager; Mary Schneider, Administrative Specialist II; and Karla Smith, Integrated Library System Manager.

Public comments: Jim Miller spoke favorably about the Winnefox Library System Annual Meeting he attended on 1/27/2026.

Meeting Minutes

Motion to approve the December 10, 2025 Winnefox Board meeting minutes and January 20, 2026, Nominating Committee meeting minutes.

Motion: Miller; **Second:** Krenz; **Vote:** Unanimous.

Financial Statements

Motion to approve November - December 2025, Classification of Invoices Previously Paid.

Motion: Will, **Second:** Fieldhack; **Vote:** Unanimous.

Motion to approve January 1, 2026, Classification of Invoices Previously Paid.

Motion: Mosling, **Second:** Zellmer; **Vote:** Unanimous.

Noah Cypher joined the meeting.

Board Officers Election

The Nominating Committee proposed the slate of Andrew Prellwitz for President; Nita Krenz for Vice-President and Randy Fieldhack for Secretary/Treasurer. No further nominations were made. Motion to elect the slate of officers recommended by the nominating committee. **Motion:** Bornhoeft; **Second:** Miller; **Vote:** Unanimous.

Committee Appointments

Winnefox Board President asked for volunteers to serve for one year on the Finance Committee and/or Personnel Committee. Trustees were appointed to the Finance Committee: Andrew Prellwitz, Bill Bracken, Noah Cypher, Chuck Bornhoeft, and Kathryn Freund. Trustees were appointed to the Personnel Committee: Andrew Prellwitz, Melissa Kolstad, Jim Miller, and Doug Zellmer.

Job Description Winnefox ILS Specialist

Motion to approve the Winnefox ILS Specialist Job Description as presented in Exhibit A.

Motion: Bracken; **Second:** Arend; **Vote:** Unanimous.

2026-2027 Microsoft Licensing Support Services Agreement

Motion to approve the 2026-2027 Microsoft Licensing Support Services Agreement as presented in Exhibit B.

Motion: Bracken; **Second:** Kolstad; **Vote:** Unanimous.

2026 WALs Member Agreements Appendix A, B, C, D

Motion to Table the 2026 WALs Member Agreements until the March 25, 2026 board meeting.

Motion: Arend; **Second:** Miller; **Vote:** Unanimous.

Motion to adjourn at 5:15 p.m. **Motion:** Will; **Second:** Kolstad; **Vote:** Unanimous.

Respectfully submitted,

Mary Schneider

Mary Schneider, Recorder