

Winnefox Library System

Approved Board Meeting Minutes

July 30, 2025

The July 30, 2025, regular meeting of the Winnefox Library System Board of Trustees was held at Packwaukee Public Library and called to order at 4:30 p.m. by President Andrew Prellwitz.

Present: Mark Arend, Chuck Bornhoeft, Bill Bracken, Noah Cypher, Randy Fieldhack, Mel Kolstad, Nita Krenz, Jim Miller, Andrew Prellwitz, Michael Will and Doug Zellmer.

Trustees Absent: Katherine Freund, Samantha Goldben, Lloyd Moberg Mellisa Stafford.

Also Present: Clairellyn Sommersmith, Director; Marcy Cannon, Business Manager; Mary Schneider, Administrative Specialist II; Stephen Geelan Winnefox's Accountant and Heidi Marshall, Packwaukee Public Library Director.

Public comments: None

Meeting Minutes

Motion to approve minutes from the Board Meeting May 28, 2025.

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

Doug Zellmer arrived at this time.

Financial Statements

Motion to approve Classification of Invoices Previously Paid May - June 2025.

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

Resolution of Appreciation

Motion to approve the departing trustee resolution of appreciation as presented in **Exhibit A**.

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

Continuing Education Agreement

Motion to approve the Continuing Education agreement as presented in **Exhibit B**.

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

Revisions/Updates to Winnefox Library System Personnel Policy

Discussion: Miller suggested this additional revision to Chapter 6 – Performance Evaluation, Paragraph 2, Sentence 2
“Failure to meet ~~or exceed~~ expectations will result in development of an improvement plan.

Motion to approve the Winnefox Library System Personnel Policy Revisions/Updates as proposed in **Exhibit C** with the additional revision to strike out the words “or exceed” from Chapter 6, Paragraph 2, Sentence 2.

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

Motion to adjourn at 5:30 p.m. **Motion:** Krenz; **Second:** Bornhoeft; **Vote:** Unanimous.

Respectfully submitted,

Mary Schneider

Mary Schneider, Recorder