Graham Public Library Board

Monthly Meeting Minutes -November 12, 2025

President Loppnow called the meeting to order at 5:00 pm.

Board members present: Kris Bernstein, Gretchen Hansen, Gayle Kerznar, Rachel Loppnow, and Jan Winget. Absent: Glen Miller and Steve Peterson. Also present: Sara Swanson, Library Director

Comments by Citizens Present None

The minutes of the October 8, 2025 meeting were approved on a motion by Winget, seconded by Kerznar. Carried.

The October Income and Operating Report and Balance Sheet were presented and reviewed. Winget moved to approve the financials, seconded by Bernstein. Carried.

The vouchers for November were presented and reviewed. Winget moved to approve the vouchers, seconded by Bernstein. Carried.

New Business--None

Village of Union Grove Board Representative Report N/A

Library Director Report

Personnel:

~The Personnel Committee and I met for my annual evaluation. It was helpful to hear their comments and review my work for the past year. I plan on holding staff annual evaluations the end of this month/early December.

~Thanks to the SEWI Professional Development group and PLLS, we received complimentary DiSC Profile assessments for 5 of our staff. These assessments will help us learn our individual personality traits and communication styles.

~I attended the WLA Conference in Middleton at the end of October. It was a good time filled with reconnecting with colleagues, meeting new people, and learning. I especially appreciated the session on how to better market our book collections; books continue to be the main reason folks visit libraries so we should be promoting our collections more.

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Programs:

~Our WI Serial Killers program was standing room only! (30 people attended). The presenter is becoming a favorite of ours—she will be portraying Lucille Ball on November 10.

"We had a great Halloween Party! At least 50 children and their grown-ups attended and enjoyed snacks and activities. The big hit was mini golf through the bookshelves.

Misc:

"With the end of Baker and Taylor, I have decided that Ingram will be our main book vendor, supplemented by Amazon and a few smaller children's book distributors. Ingram has good pricing and quite fast shipping, although they don't have as many collection development tools as B&T (lists of upcoming books, for example). It has been a whirlwind of ordering books that B&T cancelled, and processing all those books. I'm still working on our ordering procedures since the ordering and billing systems for Ingram are very different than B&T.

~Like last year, the library will be closed for Thanksgiving Thursday & Friday the 27th and 28th. We will be open on Saturday the 29th.

Upcoming Programs:

Legos & Games—Mondays at 4-6pm

Story Time—Tuesdays at 10am and 1pm

Homeschool STEAM—Wednesdays at 1pm

Nov 13 at 10am—Board Games

Nov 13 at 6pm—Pajama Story Time

Nov 14 at 10am—Adult Show and Tell

Nov 17 at 10am—Movie: The Parent Trap

Nov 18 at 5:30pm—Evening Thriller Book Club: The Guest List

Nov 20 at 1pm—Afternoon Book Club: Absolution

Nov 20 at 5pm—North Shore Bank presents Fraud & AI Scams

Dec 1 at 10am-Movie: 5000 Blankets

Dec 4 at 1pm—Adult Craft: Christmas ornaments

The meeting was adjourned at 5:26 pm.

The next monthly meeting of the Graham Public Library Board will be Wednesday, December 10, 2025 at 5:00 pm, at the Library.