



Graham Public Library Board

Monthly Meeting Minutes –March 11, 2026

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

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

Comments by Citizens Present: None

The minutes of the February 11, 2026 meeting were approved on a motion by Kerzner, seconded by Miller. Carried.

The February Income and Operating Report and Balance Sheet were presented and reviewed. Winget moved to approve the financials with the condition that Swanson ask the Village Treasurer about the Cash Fund balance; seconded by Bernstein. Carried.

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

Unfinished Business

Swanson presented the second draft of the Severe Weather & Emergency Policy. After discussion, Winget moved to approve the changes, seconded by Kerzner. Carried.

New Business

Swanson presented suggested revisions to the Proctoring Policy. After discussion, Miller moved to approve the revisions, seconded by Winget. Carried.

Village of Union Grove Board Representative Report N/A

Library Director Report

PLLS:

~Based on an idea generated from a Racine County Directors meeting, Steve Ohs has asked the UW-Extension if information about libraries could be included in the training for municipal leaders. They were receptive to this idea and it's being worked on.

~The system plans on facilitating a few discussion groups on the topic of staffing. I have signed up to participate; more details to follow.

~PLLS was informed that the internet outage in early January was caused by a disconnect between AT&T and WiscNet.

Program:

~Melanie held a “how to use Libby and the SHARE catalog” program. The attendees found it very helpful. We plan on offering it again, rebranded as a Digital Drop-In, once a month starting in May. This is a good opportunity for those who are unsure how to use our online resources to receive personalized help.

Community Partnership:

~The Placement Coordinator for Shepherds College asked me if the library could help with one of their student’s practical experience needs, which would involve some sort of technology. I proposed that once I have decided which books to weed from our collection, the student could use our computer to remove books from the catalog. The student and their job coach were here this month to do just that, and it worked out great. They will return as we continue to weed our collections.

Upcoming Programs:

Legos & Games—Mondays at 4-6pm
Story Time—Tuesdays at 10am & 1pm
Homeschool STEAM—Wednesdays at 1pm
March 12 at 10am—Board Games
March 12 at 1pm—Safe Online Shopping
March 16 – April 6 at 9am-noon-- AARP tax prep
March 16 at 4pm—Monday Makerspace
March 18 & April 1 at 10am—Playgroup

March 19 at 1pm—Old World WI Making the Journey
March 19 at 6pm—Pajama Storytime
March 20 at 10am-- Movie: American Underdog
March 26 at 1pm—Book Club: Dead Wake
March 26 at 5:30pm—Sound Meditation
March 27 & 28 during open hours—Craft Swap

The meeting was adjourned at 5:34 pm.

The next monthly meeting of the Graham Public Library Board will be Wednesday, April 8, 2026 at 5:00 pm, at the Library.