

## Board of Trustees Meeting Minutes

Tuesday August 12, 2025, at 2:30 pm  
Shiocton Public Library Board  
Outagamie County



1. Call to Order was made by President Tammy Free at 2:37.
2. Pledge of Allegiance to the Flag was made by all present.
3. Roll Call: Tammy Free, Judy Shafel, Cherie Johnson, Garrett Zimmerman, Vicky Wagner and Library Director, Michaela Woodward.
4. Approval of Meeting Minutes of July 15, 2025
  - a. Motion to approve was made by Judy Shafel, seconded by Garrett Zimmerman. Motion passed unanimously.
5. Approval of July 2025 Financial Reports and Bills
  - a. Motion to approve was made by Garrett Zimmerman, seconded by Vicky Wagner. Motion passed unanimously.
6. Approve OWLS Membership Agreement 2026-2028
  - a. Motion to approve was made by Vicky Wagner, seconded by Judy Shafel. Motion passed unanimously.
7. Review and Discuss Circulation Policy
  - a. ACTION: Michaela Woodward to make edits and revisions as discussed. Revised copy will be reviewed for approval at next month's meeting.
8. Public Comment
9. Director's Report

### Programming

- Summer
  - o Last day of the summer program is August 15
- September
  - o Library Card Signup Month
    - Drawings for new and renewing cardholders
    - Programs for info on Libby and other online resources
    - September 20<sup>th</sup> – open for Fall Fest

### Miscellaneous

- Trustee Training Week is August 18-21. Key sessions: Trustee 101: An Introduction to Being a Wisconsin Public Library Trustee, and Library Advocacy and Storymaking. Past webinars can be found on [wistrusteetraining.com](http://wistrusteetraining.com).
- InfoSoup Library Roadtrip ends Labor Day Weekend
  - o Decent participation so far, slightly down from last year
- Demos for possible new ILS models in September, online and at APL.

Stats

- Over 1,000 checkouts and 700 visits in June, both up from last year!

10. Library Board Comments

- a. Cherie Johnson shared an article from today's newspaper regarding President Trump's ongoing efforts to slash federal spending and the impact they could have on our library.

11. Next Meeting Date – September 9, 2025 @ 2 pm.

12. Adjournment – 3:13pm