

Board of Trustees Meeting Minutes

Tuesday, December 8, 2025, at 2:00pm
Shiocton Public Library Board
Outagamie County



1. Call to Order was made by President Tammy Free at 2 pm.
2. Pledge of Allegiance was made by all present.
3. Roll Call: Tammy Free, Cherie Johnson, Judy Shafel, Vicky Wagner, Garrett Zimmerman, and Library Director, Michaela Woodward
4. Approval of Meeting Minutes from November 11, 2025
 - a. Motion to approve was made by Judy Shafel, seconded by Garrett Zimmerman. Motion passed unanimously.
5. Approval of November 2025 Financial Reports and Bills
 - a. Motion to approve was made by Garrett Zimmerman, seconded by Vicky Wagner. Motion passed unanimously.
6. Approval of Revised 2026 Budget
 - a. Motion to approve was made by Cherie Johnson, seconded by Judy Shafel.
7. Discuss and Approve Revised Emergency Policies
 - a. Motion to approve was made by Garrett Zimmerman, seconded by Vicky Wagner. Motion passed unanimously.
8. Public Comment – Heather Shepherd was in attendance. She went to the Village Board meeting to give them her feedback on her and her family's use of the library and the library's value to the community.
9. Director's Report
 - Programming
 - Book Club planned through the end of the year
 - Christmas music 12/16
 - Miscellaneous
 - Advantage Collection Committee
 - Stats

- Slightly down from Door Count compared to last year, but beating last year's total overall. Up on circulation and beating last year's total overall.
- 2019 Number: Circ – 12,891; Door Count – 5,438
 - o Recovery from COVID is upon us!

10. Library Board Comments

11. Next Meeting Dates – Tuesday, January 13, 2026, and Tuesday, February 10, 2026. Unless otherwise noted, all meetings are at 2 pm.

- a. ACTION: January's meeting will be moved to the 6th.

12. Adjournment was called at 2:30 pm.