

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
June 22, 2026**

The meeting was called to order at 4:05pm by Library Board President Corinne Herro. The meeting was held in the Meeting Room 1 of the Kimberly Public Library with an option to attend via Zoom.

Members present in Person: Corinne Herro, Barbara Wentzel, and Dave Hietpas

Members absent: Rose VanderVelden, Phil Yunk

Members present via Zoom: none

Others present in Person: Holly Selwitschka (Kimberly Library Director)

Motion by Wentzel, seconded by Herro to approve the minutes of the May 18, 2026 meeting. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Wentzel to approve the bills and financial reports from May 2026. Motion carried by unanimous vote.

Director's Report: Holly reviewed library activity from the past month and details from the written report: Budget reconciliation shows that we are currently operating underbudget in the personnel lines. Staff annual reviews are nearly done. Other items mentioned included participation in the Village wage study, capital improvement project plans, podcast lab updates, Polaris migration details, OWLS/ Nicolet system merger exploration, and grant applications to support the purchase of smart lockers.

New Business:

Job Descriptions: Tabled until July to give the board members more time to review changes.

Library Director Vacation Request: No action was taken but the board agreed via general consensus that they approved of Holly's use of vacation time and plans for workload coverage while being gone for 4 weeks in September.

Unfinished Business: none

Closed Session:

Motion by Hietpas, second by Wentzel, to enter closed session for consideration of personnel matters, per WI State Statute s.19.85(1)(c) to a) consider employment, promotion, compensation, or performance evaluation date of the Library Director, and b) consider staff restructuring and compensation. Motion carried by unanimous vote.

Library Board entered Closed Session at 4:43pm.

Motion by Hietpas, second by Wentzel, to end closed session for consideration of personnel matters, per WI State Statute s.19.85(1)(c) to a) consider employment, promotion, compensation, or performance evaluation date of the Library Director, and b) consider staff restructuring and compensation. Motion carried by unanimous vote.

Motion by Wentzel, second by Hietpas, to re-enter Open Session. Motion carried by unanimous vote.

Closed session ended and Library Board re-entered Open Session at 5:03pm.

Motion by Wentzel, second by Hietpas, to promote Lauryn Wilcox from LA1 to Circulation Supervisor with a rate of pay increase commensurate with the 2026 Village of Kimberly Wage Structure effective July 6, 2026. Motion carried by unanimous vote.

Items for the Next Meeting: The library board intends to call a special session for the purpose of Closed session for conducting the Library Director Annual Review to be completed before July 6. Items for regular July meeting agenda include review of job descriptions.

Motion by Hietpas to adjourn the meeting, seconded by Wentzel. Meeting adjourned at 5:05pm.

Submitted by: Holly Selwitschka, Library Director