

**AGENDA**  
**AUGUST 27, 2025 – 2:00 PM**  
**OCONTO COUNTY LIBRARY SERVICES BOARD**  
**COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**GILLETT PUBLIC LIBRARY 200 E MAIN STREET GILLETT, WI 54124**  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)

This is an open meeting of a committee of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting, by forwarding the complete agenda to the newspapers and to all news media who have requested the same as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website calendar: [www.co.oconto.wi.us](http://www.co.oconto.wi.us)

1. Call to Order
2. Statement of County Mission and Vision
3. Approval of Agenda
  - 3.1. Change of Sequence
  - 3.2. Removal of Items
4. Approval of Minutes of the May 21, 2025 Meeting (Enc.)
5. Communications
6. County Administrator Report
7. County Library Reports
8. Review of Library Services Plan
9. Nicolet Federated Library System (NFLS) Report
10. Library Planning Committee Update
11. Future Agenda Items
12. Announcements/General Information (No action to be taken)
13. Next Meeting Date/Location
14. Adjournment

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Oconto County Clerk's office at 920-834-6800 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended, and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

c: Library Services Board, County Administrator, Finance Director, Corporation Counsel, County Board Chair, County Librarians, Media (via email); County Website; Central File, Official Posting Location (Physical Copy)

KP/Date Posted: 08/20/2025

**MINUTES**  
**MAY 21, 2025 – 2:00 PM**  
**OCONTO COUNTY LIBRARY SERVICES BOARD**  
**COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**GILLETT PUBLIC LIBRARY 200 E MAIN STREET GILLETT, WI 54124**  
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*(Draft minutes, not yet approved)*

**BOARD MEMBERS PRESENT:** Vicki Gooding, At Large Member; Emily Miller, Oconto Unified School District Superintendent; Debra Schroeder, Farnsworth Public Library; Kathleen Marsh, Lakes Country Public Library; Dawn Byars, Gillett Public Library; Alan Sleeter, Oconto County Board of Supervisors Chair;

**COMMITTEE ABSENT:** Judy Patenaude, Lena Public Library

**OTHERS PRESENT:** Richard Heath, County Administrator; Kathryn Essermann, Lakes Country Public Library Director; Jean Grosse, Suring Area Public Library Rep; Joan Denis, Nicolet Federated Library System; Kim Pytleski, Oconto County Clerk; Jill Trochta, Suring Area Library; April de la Ruelle, Lena Public Library; Rachel Pascoe, Oconto Falls Community Library; LoAnn Elbe, Suring Library Rep; Sue Mogged, Oconto Falls Library Rep.

**TIME MEETING BEGAN:** The meeting was called to order at 2:00 p.m. by Gooding.

- 1. Call to Order**
- 2. Statement of County Mission and Vision**  
Richard Heath, County Administrator, read the mission and vision statement.
- 3. Approval of Agenda**
  - 3.1. Change of Sequence**
  - 3.2. Removal of Items**  
Motion by Miller/Schroeder to approve the agenda as presented. The motion was voted on and carried.
- 4. Approval of Minutes of the February 26, 2025 Meeting**  
Motion by Sleeter/Marsh to approve the 02/26/2025 minutes as corrected. The motion was voted on and carried.
- 5. Communications – None.**
- 6. Review of Library Services Plan**  
(Took up after Item #8)  
Heath presented. Board is to review annually. Opened the floor to comments. Discussion. Distributed requested spreadsheets. Share digitally with the group. Discussion followed. Put all reports on file with county clerk.
- 7. County Library Reports**  
The Board received updates from the Suring Area, Lakes Country Public, Lena Public, and Oconto Falls Community Library Directors; as well as written reports from representatives of the Farnsworth (Oconto) and Gillett libraries.
  - **Suring Area Public Library:** Jill Trochta, Suring Area Library Director presented an oral report to the board. Highlights included: attendance at the Wisconsin Library Association conference; purchase by the village and library of an AED using grant funds; a new copier; the Summer Reading program with four scheduled speakers; Game Day for Adults held the second Tuesday of the month at 1:00 p.m.; looking to host a trivia night locally; profit of \$7200 at the annual book sale with funds going to programming and supplies; a new roof for the library and village hall; Baker Monday the second Monday of the month; suspension of the knit of hook event will resume in September; Suring Historical Society Brat fry and a presentation by Chad Lewis presentation on Wisconsin's past.
  - **Lakes Country Public Library:** Kathryn Essermann, Lakes Country Public Library Director presented an oral report to the board. Highlights included: the summer reading program; a new staff member on Saturdays; Friends of the Library book sale to be held Memorial Day weekend –

the book sale and Friends of the Library help fund the summer intern positions and summer reading program; a book club for adult readers; a monthly speaker series from local community members; and a donation from patron for the purchase of Wonder Books.

- **Lena Public Library:** April de la Ruelle, Lena Public Library Director presented the report to the board. Written copy on file with the County Clerk's Office. Highlights included: Library Legislative Days in Madison; Winged Wanders program developed by Lena staff member (staffer is willing to travel and present to other libraries); winter reading bingo had 53 participants; awarded grant with PBS Independent Lens to show three documentaries: Free for All (about WI libraries), Matter of Mind; and Bike Vessel; awarded grants to attend the Wisconsin Library Association conference and another library conference in Kansas City, MO; working to develop a tool kit for national use of public libraries; attendance at the upcoming Breakfast on the Farm; summer reading program begins Monday, June 9<sup>th</sup>; Stella the Slouth will be at the Lena School Gym on July 24<sup>th</sup> for a meet and greet; Randy Peterson will again be attending the Kiddie Carnival; and Library Road Trip is active again – participants receive stamps to win prizes for visiting different libraries!
- **Oconto Falls Community Library:** Rachel Pascoe, Oconto Falls Community Library Director presented the report to the board. Written copy on file with the County Clerk's Office. Highlights included: the summer reading program; work with an Elementary specialist at the school for a summer reading preview – to date 130 kids are signed up; weekly activities hosted include Monday – Play Group, Tuesday – Story time, and in the summer on Wednesday is Crafternoon for older kids; Children's Museum passes can be checked out at the library; Bubble Wonders artist; Reading bingo; Literacy night at OFES with book give-a-way; tour of new Oconto Falls Middle School; monthly crafting session for adults; Executive Order in regards to museums and library services; discussion of IMLS funding cost sharing and campaign to share short videos of why you love your local library.
- **Farnsworth (Oconto) Library:** Schroeder presented the written Farnsworth report. Placed on file with the County Clerk's Office.
- **Gillett Library:** Pytleski received a written report from the Gillett Library. Placed on file with the County Clerk's Office.

## **8. County Administrator Report**

(Took up prior to item #6)

Richard Heath, County Administrator, updated the board on a request for marketing dollars for the upcoming and request for Breakfast on the Farm and reviewed the use of marketing dollars in 2024 and reminded the board those funds were not included in the 2025 budget. A private donor covered the request for Breakfast on the Farm. Request to include marketing funds in the 2026 budget from the Administrator's budget. Heath also received a request for the use of Capitol Improvement Project (CIP) funds from a library director. Board discussed how to make a request for use of CIP funds for capital projects. Board discussed grant application for consulting services for consolidating rural services and/or future joint library agreements.

## **9. Nicolet Federated Library System (NFLS) Report**

Joan Denis, NFLS Rep, presented the Nicolet Federated Library System (NFLS) report and announced Erik Pritzl is now a NFLS representative filling the vacancy of a representative who moved out of the area.

## **10. Library Planning Committee Update – None.**

**Miller out of attendance at 3:25 p.m.**

## **11. Future Agenda Items**

- Board agreed to keep same agenda items going forward.

## **12. Announcements/General Information (No action to be taken)**

- Pytleski announced the Women's Fund of Greater Green Bay Sumer Cycle Applications opened May 1, 2025 and closes July 1, 2025.

## **13. Next Meeting Date/Location**

The next meeting of the Library Services Board will be Wednesday, August 27th, 2025 at 2:00 p.m. at the Gillett Community Center.

## **14. Adjournment**

Motion by Schroeder/Byars to adjourn. The motion was voted on and carried at 3:28 p.m.