

SURING AREA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
November 18. 2025

Members Present:

Town of Bagley-Kim Hoerth

Town of Brazeau-Jean Grosse, Nancy Stegeman, Vacant

Town of Breed-Bette Elbe

Town of How- Maddy Holmes

Town of Maple Valley-Candie Lehto

Town of Mountain-Gail Golden

Leah O'Barski

Village of Suring-Sharon Jansen

Education Rep-Tonia Kruschke

(Quorum Met)

In Attendance: Library Director-Jill Trochta

The November 2025 meeting of the Trustees of the Suring Area Public Library was called to order at 4:00 p.m. by Board President Tonia Kruschke followed by the Pledge of Allegiance. Jill Trochta requested a) Evaluation of Director be moved to take place after c) Miscellaneous under New Business. The motion to approve the change in the agenda was made by Candie Lehto, seconded by Gail Golden, and carried.

The motion to approve the October Minutes as corrected was made by Candie Lehto, seconded by Gail Golden, and carried.

FRIENDS OF THE LIBRARY/DIRECTOR'S REPORT: (See Director's Report attachment)

TREASURER'S REPORT: Emailed financial documents for board review included October Disbursements, October Revenue Itemized, End of October fiduciary Balance Sheet Detail Report/Budget Comparison, November Petty Cash Report, and November Bill Report. Jill informed the board that painting expenditures will be moved from Outlay to the Cleaning Maintenance category in the fiduciary Budget Comparison Report.

APPROVE PAYMENT OF BILLS: The November Bill Report was signed by Sharon Jansen and Jean Grosse. Sharon Jansen made the motion to approve the November Bill Report as presented. Seconded by Jean Grosse, the motion carried.

UNFINISHED BUSINESS:

- a) CD at NEW Credit Union: Jill presented the current CD rates offered at the NEW Credit Union. Although a motion was carried in October to reinvest the CD for 7 months, Bette Elbe made the motion to reinvest the CD and its accumulated interest into the 13 month CD at a 4.00% market rate. Seconded by Kim Hoerth, the motion gives Jill Trochta the authorization. Motion Carried.

NEW BUSINESS:

- a) Staff Evaluations: Jill completed Staff Evaluations with Job Descriptions and scheduled hours updated for 2026.
- b) Miscellaneous: Jill requested closure of the library on Friday, December 26 due to the Christmas Holiday closures on Wednesday and Thursday. Candie Lehto made the motion to extend Holiday closure from December 24 through the 26th. Seconded by Gail Golden, the motion carried.
- c) Evaluation of the Director: A motion to convene in closed session to discuss personnel matters according to State Statute 19.85 (b) (c) (f) was made by Jean Grosse and seconded by Kim Hoerth if approved by roll call vote of the board. Grosse-yes, Hoerth-yes, O'Barski-yes, Jansen-yes, Kruschke-yes, Lehto-yes, Elbe-yes, Golden-yes, Stegeman-yes, Holmes-yes. Motion Carried.
- Following discussion in closed session, a motion to reconvene in open session was made by Candie Lehto and seconded by Gail Golden if approved by roll call vote of the board. Grosse-yes, Hoerth-yes, O'Barski-yes, Jansen-yes, Kruschke-yes, Lehto-yes, Elbe-yes, Golden-yes, Stegeman-yes, Holmes-yes. Motion Carried.
- A motion to convene in closed session to discuss personnel matters according to State Statute 19.85 (b) (c) (f) was made by Candie Lehto and seconded by Gail Golden if approved by roll call vote of the board. Grosse-yes, Hoerth-yes, O'Barski-yes, Jansen-yes, Kruschke-yes, Lehto-yes, Elbe-yes, Golden-yes, Stegeman-yes, Holmes-yes. Motion Carried. Following discussion in closed session, a motion to reconvene in open session was made by Candie Lehto, seconded by Gail Golden if approved by roll call vote of the board. Grosse-yes, Hoerth-yes, O'Barski-yes, Jansen-yes, Kruschke-yes, Lehto-yes, Elbe-yes, Golden-yes, Stegeman-yes, Holmes-yes. Motion Carried.
- Kim Hoerth moved to increase the Library Director's Salary by 5%, an increase of \$1.08 per hour. Seconded by Gail Golden, the increase begins in January of 2026. Motion Carried.
- Gail Golden moved to increase the Youth Services Coordinator position to \$16 per hour. Seconded by Nancy Stegeman, the motion carried.
- Nancy Stegeman moved to increase the Library Assistant positions to \$15 per hour. Seconded by Kim Hoerth, the motion carried.

There being no further business, President Tonia Kruschke called for adjournment at 5:14 p.m.

The Board of Trustees do not meet in the month of December.

Our next meeting will be on January 27, 2026 at 5 p.m. in the Learning Center.

Submitted by

Bette Elbe, Secretary

Approved January 27, 2026