

SURING AREA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

October 21, 2025

Members Present:

Town of Bagley-Kim Hoerth

Town of Brazeau-Jean Grosse, Nancy Stegeman, Vacant

Town of Breed-Bette Elbe

Town of How- Vacant

Town of Maple Valley-Candie Lehto-excused

Town of Mountain-Gail Golden-excused

Leah O'Barski-excused

Village of Suring-Sharon Jansen

Education Rep-Tonia Kruschke

(Quorum Met)

In Attendance: Library Director-Jill Trochta

Rosemary Warden

The October 2025 meeting of the Trustees of the Suring Area Public Library was called to order at 3:30 p.m. by Board President Tonia Kruschke followed by the Pledge of Allegiance. The motion to approve the agenda was made by Kim Hoerth, seconded by Sharon Jansen, and carried.

The motion to approve the September Minutes with corrections was made by Kim Hoerth, seconded by Jean Grosse, and carried.

FRIENDS OF THE LIBRARY/DIRECTOR'S REPORT: Jill reminded the board of National Friends of the Libraries Appreciation Week in October and listed the various programs that the Suring Area Friends of the Library paid for in the past year: Entertainers for the Summer Reading Program, snacks and new toys for Story Time, funds toward library materials, recognizing our library staff during Library Worker Week, and donating \$10,000 toward the cost of a metal roof for the library portion of the building. Jill attended New Director Training in September which included round table discussion on Time Management, Venting, and Morale, and presented the annual Library Report to the Town of Maple Valley in October. Currently compiling a wish list of needs for the library, Jill is planning an Inservice Day so the full staff can meet to organize the schedule, discuss improvements and programs, and make sure the library is set up to be a fun, functional, and engaging place for learning.

TREASURER'S REPORT: Emailed financial documents for board review included the September Disbursements, September Revenue Itemized, the end of September fiduciary Balance Sheet Detail Report/Budget Comparison, the October Petty Cash Report, and the October Bills.

APPROVE PAYMENT OF BILLS: Approval of the October Bills was signed by Jean Grosse and Sharon Jansen. Jean Grosse made the motion to pay October Bills with changes discussed. Seconded by Sharon Jansen, the motion carried.

#### UNFINISHED BUSINESS:

a. Placemats: Jill presented the marketing designed placemat to the board with favorable review. Bette Elbe will contact Laverne and Gails in Suring and the restaurant near Chute Pond to see if they would like to use them in their establishments prior to printing. The cost of printing them at the library is projected to be \$1 per placemat.

#### NEW BUSINESS:

- a. Approve 2026 Budget: Kim Hoerth made the motion to Approve the 2026 Budget with corrections. Seconded by Sharon Jansen, the motion carried.
- b. Letter to Municipalities: After editing the sample 2025 Budget “Letter to Municipalities”, Kim Hoerth made the motion to Approve the 2026 Budget “Letter to Municipalities” as presented. Seconded by Nancy Stegeman, the motion carried.
- c. CD at NEW Credit Union: Bette Elbe made the motion to reinvest the money and its accumulated interest into a new 7 (seven) month CD at the current market rate. Seconded by Kim Hoerth, the motion gives Jill Trochta this authorization. Motion Carried.
- d. Staff Inservice (11/12/25): Jill requested closure of the library for the full day on Wednesday, November 12. Bette Elbe made the motion to Approve Jill’s request. Seconded by Tonia Kruschke, the motion carried.
- e. Director Evaluation: Since the Director Appraisal Form has already been emailed to board members. President Tonia Kruschke reminded the members to email their evaluations to her email address by November 4, 2025 for tabulation.
- f. Miscellaneous: Trustee Terms and Expiration Dates may need adjustment due to filling vacancies rather than fulfilling the three year requirement of membership.  
After discussion Nancy Stegeman made the motion to change the date and time of the regularly scheduled November 25<sup>th</sup> Board Meeting to Tuesday, November 18 at 4 p.m. Seconded by Bette Elbe, the motion carried.

There being no further business, President Tonia Kruschke called for adjournment at 4:35 p.m.

Our next meeting will be on November 18, at 4 p.m. in the Learning Center.

Submitted by

Bette Elbe, Secretary

Approved November 18, 2025