



CITY OF MAYVILLE LIBRARY BOARD

MEETING AGENDA

SEPTEMBER 17, 2026

5:00 PM

TED & GRACE BACHHUBER MEMORIAL LIBRARY

234 N JOHN STREET

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. CITIZEN COMMENTS

Citizen Comments are to be kept to a maximum of five minutes per speaker unless the chairperson allows an extension of time. Each citizen is to make comments at the podium after stating name and address. Each citizen may comment only one time per public hearing / meeting.

4. APPROVAL OF MINUTES

4.1. Approval of Minutes of the August 20, 2026, Library Board Meeting

5. UNFINISHED BUSINESS

5.1. Update on the Potential of Merging Fund Types for the Library

5.2. Update on the 2027 Library Budget

6. CITY BUDGET REPORTS

6.1. Discuss, with Possible Action, the City Budget Report for July 2026

7. PAYMENT OF BILLS

7.1. Discuss, with Possible Action, the Payment of Bills for August 2026

8. LIBRARY TREASURER'S REPORT

8.1. Discuss, with Possible Action, the Library Treasurer's Report for August 2026

9. LIBRARY DIRECTOR'S REPORT

9.1. Discuss, with Possible Action, the Library Director's Report for August 2026

10. NEW BUSINESS

10.1. Discuss, with Possible Action, Addition of a Photo Release Policy

10.2. Discuss, with Possible Action, Modifications to Mayville Library Board Bylaws

Topic: Wording to be added to Article 2, Section 4, wherein the President appoints meeting chairperson in the event both the President and Vice-President cannot be in attendance.

10.3. Update on After School Tutoring with the Mayville School District

10.4. Discussion Regarding the 122nd Birthday of the Mayville Library on November 9th

11. FUTURE AGENDA ITEMS

12. NEXT MEETING DATE AND TIME

12.1. Next Meeting Date - October 15, 2026, at 5:00 PM

13. ADJOURNMENT

Pres. Becky LeBouton, Presiding Officer

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact City Hall at least one (1) business day prior to the meeting.



CITY OF MAYVILLE LIBRARY BOARD

MEETING MINUTES

AUGUST 20, 2026

5:00 PM

TED & GRACE BACHHUBER MEMORIAL LIBRARY

1. CALL TO ORDER AND ROLL CALL

Due to her excused absence, it was stated by Becky Lebouton "I would like to appoint Lisa to run the Library Board meeting on August 20, 2026."

The meeting was called to order at 5:00 PM by Board Member Lisa Neumann, with the following roll call:

Present: Board Member Lisa Neumann, Board Member Susan Smith, Board Member Katie Spear, Alderperson Ward 4 Alderperson Mary Winter, Nanette Gassner

Excused: Board Member Becky LeBouton, Board Member Tracy Heron

Absent:

Staff present: Library Director Bradford Ney and Circulation Manager Kendal Lee.

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance to the Flag was recited by those in attendance.

3. CITIZEN COMMENTS

4. APPROVAL OF MINUTES

4.1. Approval of Minutes of the July 16, 2026, Library Board Meeting

S. Smith brought to the board's attention that S. Smith was elected to both Treasurer and Secretary in the July 16, 2026, meeting minutes. To correct the record, Sue Smith was elected to the position of Treasurer and Katie Spear was elected to the position of Secretary.

The motion to Amend was made by Susan Smith and seconded by Mary Winter.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner

Nays: None

Vote Count: 5 - 0

Motion has Passed.

5. UNFINISHED BUSINESS

5.1. 2027 Budget Update

A. Update on Possibility of Merging Fund Types for the Library

B. Discuss, with Possible Action, Retention of Maintenance Manager to Oversee Library Building Maintenance

The motion to approve the Retention of Maintenance Manager to Oversee Library Building Maintenance was made by S. Smith and seconded by K. Spear. A roll vote was taken.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed.

5.2. Update on Hiring Dan Tinsley as Library Representative for Library Roofing Repair Project

6. CITY BUDGET REPORTS

6.1. Discuss with Possible Action, the City Budget Report for June 2026

The motion to Approve the City Budget Report for June 2026 was made by Katie Spear and seconded by Mary Winter.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed

7. PAYMENT OF BILLS

7.1. Discuss with Possible Action, the Payment of Bills for July 2026

The motion to Approve the Payment of Bills for July 2026 was made by Mary Winter and seconded by Katie Spear. A roll vote was taken.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed.

8. LIBRARY TREASURER'S REPORT

8.1. Discuss with Possible Action, the Library Treasurer's Report for July 2026

The motion to Approve the Library Treasurer's Report for July 2026 was made by Nanette Gassner and seconded by Katie Spear. A roll vote was taken.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed.

9. LIBRARY DIRECTOR'S REPORT

9.1. Discuss with Possible Action, the Library Director's Report for July 2026

The motion to Approve the Library Director's Report for July 2026 was made by Katie Spear and seconded by Mary Winter.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed

10. NEW BUSINESS

10.1. Discuss, with Possible Action, Bonding of Library Board Treasurer

The motion to Approve the Bonding of the Library Board Treasurer was made by Mary Winter and seconded by Nanette Gassner. A roll vote was taken.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed.

10.2. Discuss, with Possible Action, Reclassification of Library Assistant II - Programming Assistant to Library Assistant I - Library Clerk, to Begin January 2027

The motion to Approve the Reclassification of Library Assistant II – Programming Assistant to Library Assistant I – Library Clerk, to Begin January 2027 was made by Katie Spear and seconded by Mary Winter.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed

10.3. Discuss, with Possible Action, After-School Tutoring with the Mayville School District

The motion to Approve After-School Tutoring with the Mayville School District to be further discussed was made by Susan Smith and seconded by Mary Winter.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed

10.4. Discuss, with Possible Action, Creation and Purchase of Branding Materials

The motion to Table the Creation and Purchase of Branding Materials was made by Susan Smith and seconded by Katie Spear.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed

11. FUTURE AGENDA ITEMS

12. NEXT MEETING DATE AND TIME

12.1. Next Meeting Date - September 17, 2026, at 5:00 PM

Next Meeting Date — September 17, 2026, at 5:00 PM.

13. ADJOURNMENT

The motion to adjourn the meeting was made by Katie Spear and seconded by Mary Winter.

Ayes: Lisa Neumann, Susan Smith, Katie Spear, Mary Winter, Nanette Gassner
Nays: None

Vote Count: 5 - 0

Motion has Passed. The Library Board meeting was adjourned at 6:44 PM.

Respectfully submitted by Kendal Lee, Circulation Manager.

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Only paid invoices included.

Invoice Detail.GL Account = "26151000000000"-2699999999999999"

GL Account and Title	Vendor	Vendor Name	Inv Date	Invoice No	Description	Amount
26-55112-49-325-000 DODGE CO LIBRY - SUPPLIES						
26-55112-49-325-000	484	BMO HARRIS BANK NA	07/31/2026	2026-JULY	#0435 AMAZON - RHINESTONE GEMS - CRAFTS	9.99
26-55112-49-325-000	484	BMO HARRIS BANK NA	07/31/2026	2026-JULY	#0435 AMAZON - ADULT GAMES, INK PADS, RUBB	128.50
26-55112-49-325-000	2775	QUILL CORPORATION	08/06/2026	2026/AUG	INV# 49864351 - AY 26-27 FASH - PLAN 8.5X11	19.54
26-55112-49-325-000	2775	QUILL CORPORATION	08/06/2026	2026/AUG	INV# 49907171 - Hershey Mini Bag, Mars Suga	37.60
26-55112-49-325-000	5310	DEMCO	08/24/2026	2026/08	INV#7842811 LABEL PROTECTOR, CONTOUR GLO	103.05
Total 26-55112-49-325-000 DODGE CO LIBRY - SUPPLIES:						298.68
26-55112-49-804-000 DODGE CO LIBRY - EQUIPMENT						
26-55112-49-804-000	484	BMO HARRIS BANK NA	07/31/2026	2026-JULY	#0435 SP ELM USA - PRO REPAIR PAD SET	62.35
26-55112-49-804-000	2775	QUILL CORPORATION	08/06/2026	2026/AUG	INV# 49864997 - MOUNT -IT CPU STAND	31.99
26-55112-49-804-000	2775	QUILL CORPORATION	08/06/2026	2026/AUG	INV# 49864579 - 5W 2 USB SPEAKERS	28.49
26-55112-49-804-000	4938	ZOOLOGICAL SOCIETY	08/24/2026	2026/8	A RHINOS ROLE - KOHLS WILD THEATER	160.00
26-55112-49-804-000	5505	DODGE COUNTY MASTER GARDENE	08/25/2026	2026/8	GARDENING PROGRAM	75.00
Total 26-55112-49-804-000 DODGE CO LIBRY - EQUIPMENT:						357.83
Grand Totals:						656.51

Dated: _____

Library Board: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Only paid invoices included.

Invoice Detail.GL Account = "73151000000000"-7399999999999999"

GL Account and Title	Vendor	Vendor Name	Inv Date	Invoice No	Description	Amount
73-55110-79-808-000 LIBRARY TRUST - BOOKS						
73-55110-79-808-000	1678	INGRAM LIBRARY SERVICES INC	08/01/2026	2026-JULY	{146} CHILDREN & ADULT BOOKS	1,598.71
73-55110-79-808-000	1678	INGRAM LIBRARY SERVICES INC	08/01/2026	2026-JULY	NON-RETURN CREDIT - (1) DEFECTIVE BOOK	10.19-
73-55110-79-808-000	1678	INGRAM LIBRARY SERVICES INC	08/01/2026	2026-JULY	NON-RETURN CREDIT - (1) DEFECTIVE BOOK	16.14-
Total 73-55110-79-808-000 LIBRARY TRUST - BOOKS:						1,572.38
Grand Totals:						1,572.38

Dated: _____

Library Board: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = "105511057101000"- "105511157802000"

GL Account and Title	Vendor	Vendor Name	Inv Date	Invoice No	Description	Amount
10-55110-57-304-000 PUBLIC LIBRARY - TELEPHONE-INT						
10-55110-57-304-000	5771	AT & T MOBILITY	07/18/2026	287355199229X07262026	LIBRARY CELL PHONES 7/2026	41.86
10-55110-57-304-000	5936	T-MOBILE	07/28/2026	219148667-3	06.29.2026-07.28.2026 {2} LIBRARY CELL PHONE	2.43
Total 10-55110-57-304-000 PUBLIC LIBRARY - TELEPHONE-INT:						44.29
10-55110-57-314-000 PUBLIC LIBRARY - SUPPLIES						
10-55110-57-314-000	5310	DEMCO	08/24/2026	2026/08	INV# 7834469 BOOK JACKET, BOOKMARKS	82.68
10-55110-57-314-000	5310	DEMCO	08/24/2026	2026/08	INV# 7833747 LABEL PROTECTOR, CLEAR GLOSS	106.78
Total 10-55110-57-314-000 PUBLIC LIBRARY - SUPPLIES:						189.46
10-55110-57-319-000 PUBLIC LIBRARY - CONTRACTED SE						
10-55110-57-319-000	484	BMO HARRIS BANK NA	07/31/2026	2026-JULY	#0435 CREXENDO VIP - PHONE SERVICE	242.51
10-55110-57-319-000	4600	PACKERLAND RENT-A-MAT INC	08/11/2026	3337455	CHARCOAL CLEATED MATS, SUPER SCRAPER MA	75.06
10-55110-57-319-000	5180	GFL ENVIRONMENTAL	08/19/2026	U90000339628	LIBRARY - RECYCLING 9/1/2026-9/30/2026	66.19
10-55110-57-319-000	5376	RHYME BUSINESS PRODUCTS LLC	08/07/2026	AR960342	CONTRACT BASE RATE CHRG 08/10/2026-09/09/20	56.85
10-55110-57-319-000	5666	OMNI TECHNOLOGIES LLC	08/18/2026	I26-2368	MILESTONE SUSP 3.1.27-2.28.28	820.00
Total 10-55110-57-319-000 PUBLIC LIBRARY - CONTRACTED SE:						1,260.61
10-55110-57-323-000 PUBLIC LIBRARY - ELECTRIC/ GAS						
10-55110-57-323-000	142	ALLIANT ENERGY/WP&L	08/21/2026	6769915759 - AUG 21 20	LIBRARY - ELECTRIC	2,515.04
10-55110-57-323-000	142	ALLIANT ENERGY/WP&L	08/21/2026	6769915759 - AUG 21 20	LIBRARY - GAS	168.70
Total 10-55110-57-323-000 PUBLIC LIBRARY - ELECTRIC/ GAS:						2,683.74
10-55110-57-351-000 PUBLIC LIBRARY - MAINT-BUILDIN						
10-55110-57-351-000	484	BMO HARRIS BANK NA	07/31/2026	2026-JULY	#0435 AMAZON - PAPER TOWELS, TP, CLNR, GAR	350.39
Total 10-55110-57-351-000 PUBLIC LIBRARY - MAINT-BUILDIN:						350.39
10-55110-57-808-000 PUBLIC LIBRARY - COLLECTIONS						
10-55110-57-808-000	484	BMO HARRIS BANK NA	07/31/2026	2026-JULY	#0435 WI HISTORICAL SOCIETY SINGLE PASS 1-Y	500.00
10-55110-57-808-000	484	BMO HARRIS BANK NA	07/31/2026	2026-JULY	#0435 AMAZON - (3) BOOKS	37.32
10-55110-57-808-000	644	CENGAGE GROUP	08/12/2026	999103009445	(2) EDITOR CHOICE BOOKS	63.20
10-55110-57-808-000	2328	MIDWEST TAPE LLC	07/31/2026	2026-JULY	INV#509214578- {10} DVD'S	273.15
10-55110-57-808-000	2328	MIDWEST TAPE LLC	07/31/2026	2026-JULY	INV# 509221115 - {282} ABOOK, BPASS, COMICS, E	693.15
Total 10-55110-57-808-000 PUBLIC LIBRARY - COLLECTIONS:						1,566.82
Grand Totals:						6,095.31

Dated: _____

Library Board: _____