



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
February 3, 2025**

Meeting was called to order by K. Murray at 6:30 pm. Present were: S. Britt, B. McKnight, K. Murray, M. Kaczkowski, M. Hummitzsch, S. Gloede and A. Matzdorf. Absent were: P. Norlander. Also present: Library Director L. Jochman

**Public Comment and Correspondence**

There was correspondence from Book Worm Gardens thanking the library for the donation of discarded materials for their little free libraries.

There was no public comment.

Motion by B. McKnight, second by S. Britt to approve the minutes with revisions of the January 6, 2025 meeting. Motion passed unanimously.

Motion by S. Gloede, second by M Kaczkowski to approve the financial report for Final Expenses 2024 and January 2025 Expenses. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on the Director's monthly report. This included informational handouts about the cost of Digital Items and book bans, plans for seating upstairs to address space needs after school, and a presentation proposed by a High School Organization.

**Unfinished Business**

The board discussed the formation of the ad hoc Library Repair, Renovation, and Expansion committee. Discussion centered around continued awareness of the needs of the library.

Director L. Jochman walked the board through the 2024 annual report submitted to the state of Wisconsin. Motion by A. Matzdorf to approve the 2024 annual report, second by S. Britt. Motion passed unanimously.

**New Business**

The board discussed a new handout that will be given to parents or legal guardians who sign their child up for a library card. It explains ways to guide their child's use of the library and how they can access their child's account information. Motion by M. Kaczkowski to approve the guide, second by S. Britt. Motion passed unanimously.

There were no announcements.

Motion by S. Gloede, second by B. McKnight to adjourn. Motion passed. Meeting was adjourned at 7:17 pm.

Submitted by, Leslie Jochman  
Library Board Secretary