



Ad Hoc Library Repair, Renovation, and Expansion Committee

Official Minutes

CITY OF PLYMOUTH, WISCONSIN

May 1, 2025 9:00 AM

Plymouth Public Library

130 Division St.

Plymouth, WI 53073

1. **Call to order and roll call:** Mayor Pohlman called the meeting to order at 9:00 AM. On call or the roll, the following were present: Don Pohlman, Mike Penkwitz, Matt Kaczowski, Larry Siegert, and Susan Brown. Also present were: Leslie Jochman – Library Director, Tim Blakeslee – City Administrator, Jack Johnston – Assistant City Administrator, Anna Voigt – City Clerk and John Binder.
2. **Approval of Minutes from March 20, 2025:** Motion was made by Penkwitz/Siegert to approve the minutes. A unanimous aye vote was cast. Motion carried.
3. **Short Term –**
 - a. **Discussion on repair priorities for Budget Years 2026-2028:** Blakeslee and Jochman reviewed the short-term list of priorities. The 2026 year includes tuckpointing – retaining walls, handrails at all stairs/ramps, exterior work, roof – gutter & downspouts, and the wood windows. The 2027 and 2028 year could include the entry sidewalk & parking, waterproofing & excavation, restrooms, the pit in the children’s area, ramp area, and the elevator.
4. **Medium Term – Discussion regarding Study Rooms and other library needs**
 - a. **Potential for internal space review analysis, working with a contractor, etc.:** The committee agreed staff should put together an RFP to find someone to work with on the details of the space.
5. **Long Term –**
 - a. **Original 1915 Library Structure Discussion:** The committee agreed they would be open to including the original 1915 Library structure in the possible renovations.
 - b. **Obtaining an ‘Option to Purchase’ on Nearby Properties:** The committee agreed it would be a good idea to have an option to purchase for nearby properties.
 - c. **Potential Roadway Modifications:** Moved to next agenda
 - d. **Other Opportunities:** Moved to next agenda
6. **Adjourn:** Motion was made by Brown/Penkwitz to adjourn the meeting. A unanimous aye vote was cast. Motion carried.