



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
August 4, 2025

Meeting was called to order by K. Murray at 6:30 pm. Present were: K. Murray, B. McKnight, M. Kaczowski, M. Hummitzsch, S. Britt, A. Matzdorf, K. Kraemer and S. Gloede. Absent were: none. Also present: Library Director L. Jochman

There was no public comment or correspondence.

Motion by S. Britt, second by K. Kraemer to approve the minutes of the July 7, 2025 meeting with revisions. Motion passed unanimously.

Motion by B. McKnight, second by M. Hummitzsch to approve the financial report for July 2025 Expenses. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on the Director's monthly report. This included an update on summer reading, an update on Mill Street Festival, information on Joint Ozaukee/Sheboygan County Library planning, and solutions for digital content spending.

Unfinished Business

Director L. Jochman updated the board on the July 17 ad hoc meeting. Further discussion will take place under the RFP agenda item later in the meeting.

Director L. Jochman updated the Board on the 2026 budget process. An initial budget has been sent to T. Blakeslee, City Administrator. Director L. Jochman will meet with City Staff to discuss it on August 12.

The Board discussed the potential donation of a painting now that information on the dimensions have been received. Discussion centered around future renovations and the uncertainty of whether or not it will fit into any future plans. Motion by S. Britt to decline the donation of the painting, second by M. Kaczowski. Motion passed unanimously.

New Business

Director L. Jochman explained the decision making process the Ad Hoc Repair, Renovation, and Expansion committee used to determine their choice for awarding the RFP for an Interior Master Plan. Discussion centered around the references, past projects by the firms, and total cost. Motion to recommend Somerville Architects be awarded the RFP by the Common Council made by M. Hummitzsch, second by M. Kaczkowski. Motion passed unanimously.

Director L. Jochman presented two changes to the Experience Pass Policy. One would allow patrons to return the passes in the outdoor book drop. The second better spells out a waiting period between checking out the same pass so that everyone has a chance to use the passes. Motion by S. Britt to approve the revisions with minor changes, second by K. Kraemer. Motion passed unanimously.

Announcements

Director L. Jochman reminded the directors that the next meeting will take place on Monday, September 8 due to Labor Day. President K. Murray announced the Community Read events to the group. Director L. Jochman asked for a volunteer to attend the Common Council meeting on August 12 due to a scheduling conflict with Ozaukee/Sheboygan Joint County planning. M. Kaczkowski volunteered. S. Gloede asked about prizes for the Bonus Bingo with the uncertainty around Bounce Trampoline Park. Director L. Jochman is hopeful they will reopen but will explore other prize options as well.

Motion by M. Hummitzsch, second by S. Gloede to adjourn. Motion passed. Meeting was adjourned at 7:12 pm.

Submitted by, Leslie Jochman
Library Board Secretary