



**VILLAGE OF COTTAGE GROVE
NOTICE OF PUBLIC MEETING
Library Board
Wednesday, February 18, 2026
6:00 p.m.**

This meeting will take place as a hybrid meeting both virtually via Zoom and in person at Village Hall at 221 E. Cottage Grove Road. If you are using Zoom, please join the meeting from your computer, tablet or smartphone by visiting <https://us06web.zoom.us/j/81232835313?pwd=MaQOIDWKXft0GfO55Xv6WcbfQcAnhb.1> . You can also participate via phone by dialing 1 312 626 6799 and use Meeting ID 812 3283 5313# When asked for your Participant ID, just press #, when asked for the Passcode enter 221. You may also choose to participate by providing public comment prior to the meeting via email to Deputy Clerk Kelly Cahill: kcahill@villageofcottagesgrove.gov. If this is a teleconference, virtual or hybrid meeting, please review the Village of Cottage Grove's policy.

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. PUBLIC APPEARANCES-Public's Opportunity To Speak
4. Discuss And Consider Minutes From The January 21, 2026 Library Board Meeting

Documents:

[LIBRARY BOARD MINUTES 1.21.2026.PDF](#)

5. Presentations To The Library Board
6. Old Business
7. New Business
 - a. Discuss updates to Library Board FAQ
 - b. Discuss new programming at Glen Grove and March spring kickoff.
8. Programming Report

- a. Discuss programming

Documents:

[!PROGRAM TRACKER THROUGH 2.3.2026.PDF](#)

9. Communications And Miscellaneous Business
 - a. Consider approval of vouchers

Documents:

[LIBRARY BILLS LISTING - FEBRUARY 2026.PDF](#)
[LIBRARY OPERATING EXPENSES - JAN 2026.PDF](#)

10. Committee Reports
11. Village Board Updates
12. Library Board President's Report
 - a. Correspondence Updates
13. Friends Report
14. Announcements

Future Meetings:

- a. Library Board Wednesday, March 18, 2026 6pm VH**

15. Future Agenda Items
16. Adjournment

This agenda has been prepared by Staff and approved by the President of the Library Board for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE OF COTTAGE GROVE
Library Board
Wednesday January 21, 2026

MINUTES

1. **Call to Order**
Villavicencio called the Library Board to order at 6:30pm. This was a hybrid meeting.
2. **Determination of quorum and that the agenda was properly posted.**
It was determined that there was a quorum of members present and that the agenda was properly posted. Present were Cindi Kelm-Nelson, JP Villavicencio, Alison Anger, Meaghan Swanson, Alison Weber, and Lisa Sutter. Absent was Erik Braun. Also present, Monica DeCarlo, Library Programming and Outreach Specialist; and Kelly Cahill, Deputy Clerk
3. **PUBLIC APPEARANCES – Public’s opportunity to speak- None**
4. **Discuss and Consider the Minutes of Library Board Meeting on December 17, 2025.**
Motion by Kelm-Nelson to approve the minutes from December 17, 2025, seconded by Swanson. **Motion** carried with a voice vote of 6-0-0
5. **Presentations to the Library Board - None**
6. **Old Business**
 - a. **Annual review Mission, vision, core values – JP showed the mission statement, board discussed any changes they would like to see for it. and Program director to rework the sentence**
 - b. **Annual review programming mission statement – same as above. No changes needed per board**
7. **Programming Report**
 - a. **Discuss Programming**
DeCarlo gave monthly rundown with Attendance stats and upcoming programs. Also noting, the no school days have a great turnout
 - b. **Update on mailer**
Mailer is mostly good to go, just waiting for Badger Talk information
 - c. **Discuss lunch and learn schedule and topics**
DeCarlo is looking for topics and/or ideas. For accessibility purposes, may be interested in a PA/Mic system
 - d. **Discuss programming cards**
Will make it a priority for the summer session. DeCarlo would like to hand out the cards personally at the school to get a better connection and familiarity with the kids
 - e. **Update on little free library at Glen Grove**
Waiting for confirmation from Glen Grove that this has been approved by them
 - f. **Update on little free library at Shady Grove**
Parks and Recreation Director, Sean Brusegar seems to be on board with adding the little free library at the Shady Grove Park
8. **Communications And Miscellaneous Business**
 - a. **Consider approval of vouchers**
Motion by Kelm-Nelson to approve the vouchers, seconded by Sutter. **Motion** carried with a voice vote of 6-0-0
9. **Committee Reports**
None
10. **Village Board Updates**
Village Board will be working on Sustainability Efforts. Library will work on it at the February 18th meeting
11. **Library Board President’s Report**
 - a. **Correspondence Updates**
Received a considerable donation and are extremely grateful to those individuals. About 17 people in attendance for Glen Grove Resource Fair
12. **Friends Report**
Annual meeting in February
13. **Announcements**
Future Meetings:
 - a. **Library Board Wednesday, February 18, 2026 6pm VH**
14. **Future Agenda Items**
Community Night Out
August Library Board meeting cancelling

Moving forward with strategic planning

15. Adjournment

Motion by Kelm-Nelson to adjourn at 7:18pm, seconded by Swanson. **Motion** carried with a voice vote of 6-0-0

Kelly Cahill, Deputy Clerk
Village of Cottage Grove

Approved:

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place

DRAFT

Age	Attendance	Event	Month
Toddler & Preschool	7	January 2: Storytime at Lake Ridge Bank with McFarland Librarians	JAN
Preschool	7	January 5: No 4K Steam & Stories	
Adult	3	January 5: Cookbook Club	
Toddler & Preschool	15	January 8: Storytime at MSB	
Tween+	9	January 12: T(w)een Scene	
Toddler & Preschool	25	January 15: Storytime at MSB	
Toddler & Preschool	32	January 16: Zumbini at Lake Ridge Bank with McFarland Librarians	
Elementary	55	January 19: No School Day Craft Stations	
Elementary	22	January 20: Lego Club	
Toddler & Preschool	14	January 21: CI Storytime	
Toddler & Preschool	22	January 22: Storytime	
Preschool	101	January 26: Storytimes at TP 4K am & pm	
Adult	3	January 27: Distilleread	
Adult	14	January 28: Lunch & Learn	
Toddler & Preschool	32	January 29: Storytime at MSB	
Preschool	11	February 2: No 4K School Day	FEB
Adult	6	February 2: Cookbook Club	
Adult	45	February 3: All Community Read	
Total	423		

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Net Invoice Amount
AlphaGraphics					
7120	AlphaGraphics	169114	Library Mailing	204-55100-340	4,320.60
Total AlphaGraphics:					4,320.60
Grand Totals:					4,320.60

Date	Journal	Reference	Description	Debit Amount	Credit Amount	Balance
*			01/01/2026 (00/26) Balance	.00	.00	.00
02/16/2026*	CD7	35.0073	Mailchimp	20.00	.00	20.00
02/16/2026*	CD7	35.0074	Amazon Supplies	214.23	.00	234.23
02/16/2026*	CD7	35.0075	Amazon Supplies	72.68	.00	306.91
02/16/2026*	CD7	35.0076	Facebook	29.98	.00	336.89
02/19/2026*	AP	237.0001	AlphaGraphics	4,320.60	.00	4,657.49
*			01/31/2026 (01/26) Period Totals ***	4,657.49	.00	4,657.49