

VILLAGE OF COTTAGE GROVE  
**Library Board**  
**Wednesday September 17, 2025**

**MINUTES**

**1. Call to Order**

Villavicencio called the Library Board to order at 6:00pm. 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 (left at 7:15pm), JP Villavicencio, Alison Anger, Lisa Sutter, Meaghan Swanson, and Erik Braun (zoom)(left at 6:44pm) . Also present, Monica DeCarlo, Library Programming and Outreach Specialist; Cameron Sawyer, Assistant Administrator/Finance Director; 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 July 16, 2025.**

**Motion** by Kelm-Nelson to approve the minutes from July 16, 2025, seconded by Anger. **Motion** carried with a voice vote of 6-0-0

**5. Old Business**

None

**6. New Business**

**a. Discuss and consider the 2026 Library Board Budget**

**Motion** by Kelm-Nelson to approve 2026 Library Board Budget, seconded by Anger. **Motion** carried with a voice vote of 6-0-0

**7. Programming Report**

**a. Discuss programming.**

DeCarlo gave rundown of upcoming programming. Also gave attendance for recent programs.

**b. Discuss All Community Read**

DeCarlo shared thoughts on considering choosing a different author. Looking for an easier read for everyone.

**8. Communications and Miscellaneous Business**

**a. Consider approval of vouchers.**

**Motion** by Kelm-Nelson to approve the vouchers, seconded by Swanson. **Motion** carried with a voice vote of 6-0-0

**9. Committee Reports**

None

**10. Village Board Updates**

None

**11. Library Board President's Report**

**a. Correspondence Updates**

Villavicencio shared that we have received positive comments regarding our events.

**12. Closed Session: This Closed Session Is Regarding The Annual Performance Review Of Library Board Staff.**

**The Village of Cottage Grove Library Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**

Motion by: Kelm-Nelson at 7:13pm to enter Closed Session Regarding The Annual Performance Review Of Library Board Staff. The Village of Cottage Grove Library Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, seconded by Anger. Motion carried with a roll call vote: Anger Aye, Braun Absent, Kelm-Nelson(left session at 7:15pm) Aye, Sutter Aye, Swanson Aye, Villavicencio Aye, Weber Absent

**13. Reconvene Into Open Session And Possible Consideration Of Closed Session Items**

**Motion** by Sutter at 7:46pm to reconvene open session, seconded by Swanson. Motion carried with a roll call vote: Anger Aye, Braun Absent, Kelm-Nelson Absent, Sutter Aye, Swanson Aye Weber absent.

**14. Announcements**

Future Meetings:

**a. Library Board Wednesday, October 15, 2025, 6pm VH**

**15. Future Agenda Items**

**16. Adjournment**

**Motion** by Sutter to adjourn at 7:48pm, second by Anger. **Motion** carried with a voice vote of 4-0-0

**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