

**MINUTES**  
**November 19, 2025 – 2:00 PM**  
**OCONTO COUNTY LIBRARY SERVICES BOARD**  
**COMMITTEE OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**GILLETT PUBLIC LIBRARY 200 E MAIN STREET GILLETT, WI 54124**  
**[www.co.oconto.wi.us](http://www.co.oconto.wi.us)**  
*(Draft minutes, not yet approved)*

**BOARD MEMBERS PRESENT:** Vicki Gooding, At Large Member; Debra Schroeder, Farnsworth Public Library; Dawn Byars, Gillett Public Library; Kathleen Marsh, Lakes Country Public Library; and Alan Sleeter, Oconto County Board of Supervisors Chair

**COMMITTEE MEMBERS ABSENT:** Emily Miller, Oconto Unified School District Superintendent; and Judy Patenaude, Lena Public Library

**OTHERS PRESENT:** Richard Heath, County Administrator; Shannon Stoner, Gillett Public Library; Kathryn Essermann, Lakes Country Public Library; Amy Peterson, Farnsworth (Oconto) Library; Rachel Pascoe, Oconto Falls Community Library; Jill Trochta, Suring Area Public Library; Joan Denis, Nicolet Federated Library System; Jodi Marquardt, Village of Lena Clerk; Jean Grosse; and Kristie Hauer, Nicolet Federated Library System.

1. **Call to Order** by Chair Gooding at 2:00 p.m.
2. **Statement of County Mission and Vision**  
Richard Heath, County Administrator, read the mission and vision statement.
3. **Approval of Agenda**
  - 3.1. **Change of Sequence**- None
  - 3.2. **Removal of Items**-None

Motion by Schroeder/Byar to approve the agenda as presented. The motion was voted on and carried.
4. **Approval of Minutes of the August 27, 2025 Meeting**  
Motion by Sleeter/Schroeder to approve the meeting minutes of August 27,2025 as presented. The motion was voted on and carried.
5. **Communications**
  - Heath read an email received from Beth Trudell on November 17, 2025 regarding library services.
6. **County Administrator Report**  
Heath noted that there will be two openings on the Library Services Board at the end of the year. Current Chair Vicki Gooding is not seeking another term on the board, and County Board Chair Sleeter is considering serving another term on the board. Discussion followed.
7. **County Library Reports**
  - Shannon Stoner, Director, presented the Gillett Public Library report. Director Stoner stated that the library has a number of events planned for the coming weeks and months to include a Toy and Mitten Tree; Turkey Bingo; an event highlighting what life was like back in Colonial times; a grant was submitted for a worm farm; there will be a spring reading challenge via Monopoly; Bees Wax Luminaries; and a PBS library cohort. There is job search assistance available at the library.
  - Kathryn Essermann, Director, presented the Lakes Country Public Library report. Director Esserman gave an overview of the activities planned for her library which include watercolor painting; a Stitch Happens group; Christmas tags; a calendar of craft activities; community connections; lunch speakers; holiday book sale; and Grinch will be making an appearance. In addition, the solar panels have been installed on the library that were paid for by the utility company and a grant.
  - Amy Peterson, Director, presented the Farnsworth (Oconto) Library report. Director Peterson noted that the September bake sale was a success; there were over 600 trick or treaters who visited the library; there were two art shows; a November floral class is planned and other craft events; there are story time and reading groups; Merry on Main; Nutcracker hiding in December; a Sesame Street workshop planned for next year; and the children museum continues.

- Rachel Pascoe, Director, presented the Oconto Falls Community Library report. Director Pascoe provided a report on happenings at the library that included a trick or treat event with a book giveaway; a Reindeer Romp in December; craft supply exchange; playgroups on Mondays; story time on Tuesdays; bi-lingual story hour; sewing and craft classes; and Bees Wax Luminaries. With less funding, the library will not be able to buy as many books, videos, etc. and grant writing is becoming more important.
- Jill Trochta, Director, presented the Suring Area Public Library report. Director Trochta gave an overview of what is taking place at her library, such as a food pantry; Terry and Larry figurines; programs on the paranormal that features author Chad Lewis; movies with free popcorn; Maker Mondays crafts moving to Wednesdays; and hosting a ginger house competition. Library is switching to Nsight to have better internet service.

**8. Nicolet Federated Library System (NFLS) Report**

Kristie Hauer, Nicolet Federated Library System, gave the NFLS report that highlighted an approved 2026 budget; approval of grants for local libraries; funding for job sites; the September conference was a success; and Federated will be dropped from their name on January 1<sup>st</sup>. Discussion followed.

**9. Library Services Plan Distributions for 2026**

Heath provided an overview on the 2026 funding levels for the libraries. As in previous years, there is no marketing money allocated from the 2026 apportionment of the non-librariated towns. The money to pay for the library ad in the annual *Oconto County Discovery Guide* will be paid for by the county. Discussion followed.

**10. Opioid Remediation Project Funding Guidelines**

Heath explained the background on how the county was involved in obtaining the opioid settlement money and the approved uses for the funding. Since many of your libraries already have speakers, offer support groups, and facilitate other activities that address drug addiction, they may be eligible for this funding. A grant application is available that explains the approved uses of the funding, and if one or multiple libraries would like to apply for the funding, please contact Administrator Heath.

Discussion followed.

**11. Future Agenda Items**

None noted

**12. Announcements/General Information (No action to be taken)**

Pascoe stated that Oconto Falls applied for and received a grant to investigate funding options for the library, and at this point, the consultants have not given any final recommendations on their findings. The board members and librarians thanked Vicki Gooding for her many years of service on the board.

**13. Next Meeting Date/Location**

The next meeting of the Library Services Board will be Wednesday, February 25, 2026 at 2:00 p.m. at the Gillett Community Center.

**14. Adjournment**

Motion by Marsh/Byar to adjourn. The motion was voted on and carried at 3:15 p.m.

RH/Date Posted: 12/02/2025