



Hudson Area Joint Library Board of Trustees
APPROVED Meeting Minutes
Tuesday, October 20, 2015, 6:30 PM
700 First Street, Hudson WI

- 1. MEETING CALL TO ORDER BY O'CONNOR AT 6:30 PM**
- 2. ROLL CALL**

Board Members present: Katie Coppenger, Joyce Hall, Karen Homeier, Barbara Peterson, Rich O'Connor, Dave Ostby, Marion Shaw, Curt Wiese

Staff present: Tina Norris

Visitors: Joyce Law, Gloria Kramer,

- 3. APPROVAL OF CONSENT AGENDA ITEMS**

Motion by Ostby, second by Shaw, to approve the consent agenda except for the Director's Report. Vote taken. All ayes. MOTION CARRIED

- a. Approve meeting Agenda
- b. Date for next regular meeting (November 17, 2015 6:30 pm – the 3rd Tuesday of each month)
- c. Disposition of Minutes from September 15, 2015 Board meeting and of any intervening special meetings
- d. Discussion and Action on Library Director's monthly report
- e. Finance Committee Report
 1. Discussion and possible action on invoices that are not regularly recurring or are not within the 2015 Budget vs. Actual to Date
 2. Discussion and possible action on regularly recurring expenditures that are within the Board approved 2015 budget
 3. Discussion and possible action on 2014 and 2015 budget comparison
 4. D. Ostby reported that the Finance Committee had approved a \$100 petty cash fund for minor expenses.

Peterson will serve as recording secretary for this meeting.

- 4. CITIZEN COMMENTS**

Kramer noted that the Friends have collected Family Fresh receipts of \$22,000 on their way to \$150,000; she thanked O'Connor for this presentation to the Village of North Hudson Board of Trustees

- 5. PRESENTATIONS BY SUPPORTING ORGANIZATIONS**

- a. Friends of the Library

Law reported that the Friends had received the check for \$1,000 from Family Fresh and the Book Sale is underway. She encouraged Trustees to stop and shop.

- 6. DIRECTOR'S REPORT**

Norris reported that she met with John Thompson who briefed her on IFLS services and resources, held an all-staff meeting, and attended a meeting of the City of Hudson Common Council. Attendance at meetings of other community groups is planned. She has also begun work on implementing the Strategic Plan with her work on the fundraising appeal letter being an example. Norris discussed possible changes to the logo to enhance its effectiveness as a marketing tool. The Board received her suggestions positively. Norris also reported that the Library will be closed Tuesday, November 10, as will all IFLS libraries because the MORE server is being moved to a new location. She plans to use the day for staff development and work on special projects.

- 7. PRESIDENT'S COMMENTS, REPORT, AND REQUESTS FOR ACTION**

- a. Discussion and possible action on Library Leadership Communication Forum

O'Connor reported that the newly expanded Library Foundation has taken on the responsibilities of the Library Leadership Forum and has begun work on an annual fundraising effort. With Norris's help a fundraising letter has been drafted that includes an aggressive target of \$100,000 to support reopening

the Library on Mondays. O'Connor agreed to add the Foundation back onto the Library Board agenda under Supporting Organizations.

b. County Board Update

No update.

c. Other.

O'Connor reported on his presentation to the leadership boards of the four municipal partners. The City of Hudson has committed to a 5% increase, the Town of Hudson's increase is yet to be determined, and the Village of North Hudson an increase. O'Connor has not yet had a chance to present to the Town of St Joseph Board.

Following discussion MOTION by Ostby, second by Shaw, to have the Hudson Area Joint Library Board of Trustees send a letter to John Thompson expressing: disappointment that, it appears, he is in support of the St. Croix County Library Committee's efforts to reduce funding for the Hudson Area joint Library; and hope that in the future the Hudson Area Joint Library will be invited to any meetings of the County Library Committee that discuss matters pertaining to it. Vote taken. Three ayes, four nays MOTION DEFEATED.

8. OTHER BUSINESS

a. Discussion and possible action on 2016 operational budget

No action.

b. Discussion on amending the agreement to reflect the actual cost of occupancy of the library building

Following discussion MOTION by Hall, second by Weese that the Library Board supports moving forward with drafting new Joint Agreement language regarding the cost of occupancy. Vote taken. All ayes. MOTION CARRIED. Peterson will review proposed change with IFLS Executive Director and Hall will speak with City of Hudson Administrator.

c. Discussion and possible action of letter from Lavonne McCombie

No action.

d. Discussion and possible action on Annual Appeal letter

Letter distributed.

e. Discussion and possible action On Director's membership in the Rotary Club

Following discussion MOTION by Homeier, second by Peterson that the Library Board fund Norris's membership in Rotary. Vote taken. Seven ayes, one nay. MOTION CARRIED.

f. Discussion and update on Library Director event

Hall reviewed details and publicity plans for the Monday, November 9 event. Funding will come from the Library budget.

9. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

Agenda for November will include consideration of the revised logo and the addition of Library Foundation under Supporting Organizations.

10. ADJOURN

MOTION by Ostby, second by Weese, to adjourned. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 7:50 PM.

Minutes prepared by Barbara Peterson.