



**Hudson Area Joint Library Board of Trustees**  
**APPROVED Meeting Minutes**  
**Tuesday, February 16, 2016, 6:30 PM**  
**700 First Street, Hudson WI**

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**MEETING CALL TO ORDER BY O'CONNOR AT 6:35 PM**

**ROLL CALL**

**Library Board Present:**

Joyce Hall, Karen Homeier, Rich O'Connor, Marion Shaw, Dave Ostby, Curt Weese

**Library Board Absent:**

Katie Coppenbarger, Barbara Peterson

**Staff Present:**

Tina Norris, Library Director

**Others Present:**

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**Meeting called to order by O'Connor at 6:30 p.m.**

**APPROVAL OF CONSENT AGENDA ITEMS**

SHAW motion to approve the consent agenda with removal of regular meeting item B. Second by OSTBY. Vote taken: **UNANIMOUSLY APPROVED without item B removed from consent agenda.**

- a. *Approve meeting agenda.*
- b. *Date for next regular meeting (March 15, 2016, 2016 6:30 pm – the 3rd Tuesday of each month) **Removed from and inserted after the consent agenda.***
- c. *Disposition of Minutes from January 19, 2016 Board meeting and of any intervening special meetings*
- d. *Finance Committee report*
- e. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2016 Budget vs. Actual to Date*
- f. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2016 budget*
- g. *Discussion and possible action on 2015 and 2016 budget comparison.*

**Date for next regular meeting:** Discussion and action on date for next regular meeting (originally item B of consent agenda): Due to several schedule conflicts for board members, as well as the Director, there was a discussion about changing the date for the March board meeting. Motion by SHAW to move meeting from March 15, 2016 to March 9, 2016 (same time and location) Second by OSTBY. Vote taken: **UNANIMOUSLY APPROVED.**

**CITIZEN COMMENTS**

No comments.

**PRESENTATIONS BY SUPPORTING ORGANIZATIONS**

**Friends of the Library**

No report.

**Foundation**

Update given by Norris on annual campaign: \$32,055

**PRESIDENT'S COMMENTS, REPORT, AND REQUESTS FOR ACTION**

**O'Connor reported on Barbara Peterson's ongoing reports to St. Joseph, and noted the response from St. Joseph has been very positive and encouraging.**

**Hall and O'Connor reported on the City of Hudson meeting regarding reimbursement to other libraries.**

**County Board Update**

**No Update at this time.**

**DIRECTOR'S REPORT**

Tina Norris, Director reviewed her report and monthly statistics with the board. **NO ACTION REQUIRED.**

Norris presented statistics regarding Baker & Taylor lease program to support recommendation for canceling contract and transitioning to a Lucky Day collection. HALL motion to terminate contract w/ B&T and set up Lucky Day, second by HOMEIR. Vote taken: **UNANIMOUSLY APPROVED.**

**OVERVIEW OF 2016 ANNUAL REPORT TO STATE**

SHAW questioned accuracy of collecting WI-FI stats. OSTBY, SHAW, and WEESE requested changes to their personal information, as reported on Annual Report.

**WEBSITE REVIEW (Strategic Plan item):**

NORRIS presented an assessment of the current website with recommendations for updating the site. NORRIS presented two potential domain names, however more options will be investigated for board review. **NO ACTION TAKEN**

**PERSONNEL REVIEW (Strategic Plan item):**

NORRIS presented an overview of the personnel review. **NO ACTION REQUIRED**

**OTHER BUSINESS**

- i. Discussion and possible action on 2016 operational budget **NO ACTION.**
- ii. Discussion and possible action on revised logo **NO ACTION**
- iii. Discussion on amending the agreement to reflect the actual cost of occupancy of the library building. **NO ACTION.**

**BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS**

- ***Pull meeting date out of consent agenda for future.***
- ***Add possible action to County Update.***

**ADJOURN**

MOTION to adjourn made by OSTBY, seconded by SHAW. Vote take: **UNANIMOUSLY APPROVED.** Meeting adjourned at 7:40 PM.

Respectfully Submitted,  
Tina L. Norris  
Director