



Hudson Area Joint Library Board of Trustees
APPROVED Meeting Minutes
December 20, 2016, 6:30 PM
Hudson Area Public Library
700 First Street, Hudson, WI 54016

1. Call to Order at 6:30 p.m. by O'Connor
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests

Library board present: Rich O'Connor, Barb Peterson, Dave Ostby, Katie Coppenbarger, Paul Berning
Absent: Jim Schrock, Marion Shaw, Curt Weese

Library Staff present: Tina Norris, Director

Friends Rep: Chris

3. Introduction of and welcome to new board member, Paul Berning.
4. **ACTION ITEM:** Approval of Consent Agenda Items
 - a. Approve meeting Agenda
 - b. Disposition of Minutes from November 15, 2016 Board meeting and of any intervening special meetings
 - c. Discussion and possible action on invoices that are not regularly recurring or are not within the 2016 Budget vs. Actual to Date
 - d. Discussion and possible action on regularly recurring expenditures that are within the Board approved 2016 budget
 - e. Discussion and possible action on 2015 and 2016 budget comparison

ACTION TAKEN:

Motion by: Peterson

Second by: Ostby

No Discussion

Vote taken: Unanimous Approval

5. Citizen Comments: None
6. Presentations by supporting organizations
 - a. Friends of the Library: Update by Chris; Received \$1,000 from Family Fresh for turning \$150,000 in receipts. Currently \$29,550 in receipts.
 - b. Library Foundation: Peterson noted the Foundation has not met in December.
7. **ACTION ITEM:** President's comments, reports, and requests for action
 - a. Municipalities presentations update, discussion, and possible action: Nothing
 - b. County Board update, discussion and possible action. No updates on the County St. Joseph meeting update. Tina Norris will be attending the next meeting.

ACTION TAKEN: NO ACTION REQUIRED

Motion by:

Second by:

Vote Taken:

*The Hudson Area Public Library is a center for lifelong learning,
where the community gathers and knowledge flows freely.*

8. **ACTION ITEM:** Director's Report, Statistics, and requests for action
- Presentation of report:** Director noted that library cards will be purged, so there will be a drop in cardholders in January. Update on Health Literacy Grant from the Hudson Hospital, and provided the board with a list of potential funding opportunities that will be presented to the Hudson Area Library Foundation.
 - Presentation of monthly statistics:** Peterson commented on the increase in circulation being a positive for the library.
 - Overview of Collection Development Plan for 2017**
 - Overview of Programming Plan for 2017-2019**
9. **ACTION ITEM:** Discuss and approve 2017 goals for Library Director, as presented at November board meeting.
Peterson reviewed goals presented at November 2016 meeting, noting that these will serve as basis of Director's 2017 goals.

ACTION TAKEN:

Motion by: Peterson
Second by: Coppenbarger
Vote Taken: Unanimously Approved

10. Finance Committee Report:

11. **ACTION ITEM:** Corrections to minutes of the August 16, 2016 meeting minutes to reflect the following changes:
- Item 3: Action taken should read, "Ostby moved the approval of the consent agenda; Peterson second; Vote taken: UNANIMOUSLY APPROVED"**

Motion by: Coppenbarger
Second by: Ostby
Vote Taken: Unanimous Approval

- Item 9c: Should read: "By consensus of the Finance Committee (Ayes: Burchill and Schrock; Nay: Ostby) the 2017 Budget Option 1 was recommended for approval, on behalf of the Finance Committee, by Ostby"**

Motion by to approve the restatement of item 9c: Peterson
Second by: Coppenbarger
Vote Taken: Unanimous Approval

- Item 9b: Discussion on 2017 budget should reflect the following discussion:**
"There was discussion noting the negative implications of the County Board's decision to reduce the Hudson Area Joint Library's funding by 30%. Peterson noted the budget includes significant cuts to resources; Weese objected to keeping the Library open on Mondays; and, Burchill commented that in light of the County's funding cuts, 'we need the Foundation's support-ongoing support' due to the cuts in resources and finances."

Motion by Ostby to add discussion notes to Item 9b;
Second by Peterson
Vote taken: Unanimous Approval

12. **(Tabled until January) ACTION ITEM:** Request by Ostby to correct minutes of the September 20, 2016 meeting minutes to reflect the following:

- Item 4 should read as follows: Consideration to approve taken during closed session held on August 16, 2016, pursuant to Wis. Stat. § 19.85(1)(c) regarding a market rate**

adjustment of 12%, from \$ to the salary of Library Director.

Discussion: Ostby requested that an actual dollar amount be included rather than a percentage.

ACTION TAKEN: No Action taken

Motion by:
Second by:
Vote Taken:

13. Other business: None
14. Board comments and items for future agendas: Peterson noted that the Policy & Personnel Committee will be getting back to work; O'Connor wished all a "Merry Christmas". Ostby asked about Director's Goals; board went back to take action on Item 9.
15. **ACTION ITEM:** Adjournment

ACTION TAKEN:

Motion by: Ostby
Second by: Berning
Vote Taken: Unanimously Approved

Respectfully Submitted,

Tina L. Norris

Tina L. Norris
Director