



**Hudson Area Joint Library Board of Trustees
APPROVED Meeting Minutes, as corrected
February 19, 2019 5:30 PM
Hudson Area Public Library
700 First Street, Hudson WI 54016**

1. Call to Order at 5:30 p.m. by Berning.
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.
Present: Berning, Cizek, Kilber, Schrock, and Shaw. Coppenbarger arrived at 5:35 p.m.
Absent: O'Connor and Peterson
Staff: Tina Norris, Director
Others: None

3. **ACTION ITEM:** Approval of Consent Agenda Items
 - a. *Approve meeting Agenda*
 - b. *Disposition of Minutes from January 15, 2019 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 2019 Budget vs. Actual to Date*
 - d. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2019 budget*
 - e. *Discussion and possible action on 2018 and 2019 budget comparison*

Action Taken:

Motion by Shaw to approve the Consent Agenda

Second by Kilber

Discussion: None

Vote taken: Unanimous Approval 5 Ayes / 0 Nays

4. Citizen Comments: None
5. Presentations by supporting organizations
 - a. Friends of the Library: No report given.
 - b. Library Foundation: Norris provided a brief update on the 2018 annual campaign totals through January 31, 2019.
6. President's comments, reports, and requests for action. **No updates.**
 - a. Municipalities presentations update, discussion, and possible action. *No updates.*
7. Director's Report, Statistics, and requests for action
 - a. Presentation of monthly report and statistics—Norris provided the monthly statistics.
 - b. Presentation of Annual State of the Library Report and Annual State Report
 - c. **ACTION ITEM:** Approval of Annual State Library Report

ACTION TAKEN:

Motion by Coppenbarger to approve ~~policy~~ the 2018 Annual State Report

Second by Cizek

Discussion: Shaw questions the purging of so many patrons at one time and the possible effects from this action. Norris explained that this was a system-wide action

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

taken to clean up the ILS and these were patrons that no longer use the library. Shaw asked a couple of other questions about financial data.

VOTE TAKEN: UNANIMOUSLY APPROVED 6 Ayes / 0 Nays

8. Monthly Board Training Presentation: Norris provided the board with an overview of the new Wisconsin Library Standards and provided the board with an overview of what standards the Hudson Area Public Library meets and what standards are not being met.
9. **ACTION ITEM:** Finance Committee Recommendation to approve the expenditure of \$410.00 for the installation of two electrical outlets in the staff workroom.

ACTION TAKEN:

Motion by Kilber to approve the bid and expenditure of \$410 for two outlets in the workroom.

Second by Shaw

Discussion: A short discussion on the cost of the installation took place.

VOTE TAKEN: UNANIMOUSLY APPROVED 6 Ayes / 0Nays

10. **ACTION ITEM:** Discussion and possible action on creating emails for the Library Board of Trustees.

A brief explanation of why this item was on the agenda was provided. Shaw explained his concerns about and opposition to the use of emails for Library Board business. Cizek voiced his concerns about having his personal email published on public documents. Berning pointed out the Library business is public record. Copenbarger pointed out reasons for establishing Library Board emails, including the use of these addressed on public documents and the website.

ACTION TAKEN:

Motion by Cizek to establish Library Board of Trustee email address using the hudsonpubliclibrary.org

No second on the motion.

ACTION TAKEN:

Copenbarger motions to table request and refer to the Personnel and Policy Committee for a recommendation.

Second by Kilber

Discussion: None

VOTE TAKEN: UNANIMOUSLY APPROVED 6 Ayes / 0Nays

11. Board comments and items for future agendas: February agenda to include approval of creating email addresses for the Library Board.
12. **ACTION ITEM:** Adjournment

ACTION TAKEN:

Motion to adjourn by Shaw

Second by Copenbarger

Discussion: None

VOTE TAKE: UNANIMOUS APPROVAL 6 Ayes / 0 Nays

Respectfully Submitted,

Tina L. Norris

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