



**Hudson Area Joint Library Board of Trustees
UNAPPROVED Meeting Minutes
May 21, 2019 5:30 PM
Hudson Area Public Library
700 1st 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
Coppenbarger
Kilber
O'Connor
Peterson
Schrock
Shaw

Absent:

None

Staff:

Tina Norris, Director

Visitors

Michael Johnson, City
Michael Mroz, City
Chief Geoff Willems
Heather Lacke

3. **ACTION ITEM:** Approval of Consent Agenda Items
 - a. *Approve meeting Agenda*
 - b. *Disposition of Minutes from April 16, 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 O'Connor to approve the Consent Agenda

Second by Peterson

Discussion: None

Vote taken: Unanimous Approval 8 Ayes / 0 Nays

4. Citizen Comments: None
5. Presentations by supporting organizations
 - a. Friends of the Library: Heather Lacke, FOL board member provided an update on the Family Fresh receipts (\$19,083), as well as highlighting the annual book mark contest and awards, and informed the board of the current annual membership drive.
 - b. Library Foundation: Peterson noted the success of the Foundation's recent Gatsby Gala, as well as the group's advocacy priorities.

6. Parking Presentation and Discussion:

City of Hudson officials— Michael Johnson, Community Development Director, Mike Mroz, Public Works Director, and Chief Geoff Willems, Hudson Police Department—provided the Library board with an overview of the upcoming changes to parking in the City of Hudson with a focus on the library parking lot. Johnson noted that the goal of the new parking plan is to produce more “churn” throughout the City, in order to give more people the opportunity to visit / park.

The presentation was followed by discussion relating to the effects these changes will have on the library. Concerns raised by the Library Board and Director include the potential effects on library program attendance and visits to the library, discouraging library usage, access issues, effect of low-paid employees, and a variety of lesser issues. Several board members suggested putting the pay station inside the library. City officials agreed that this would work.

Library Board members requested better signage for the Library parking lot, noting that it should clearly state “Library and Police Parking Only”. It was agreed that better, clearer signage would be installed. This signage will clearly define the lot as designated for library users.

There was discussion in regards to having spots available for library employees, as well. Norris stated that between 10:00 -4:00 pm there are about 10-12 employees on duty, not all drive, and after 4:00 p.m. there are approximately 8 employees on duty—the majority of whom drive. Library Board members felt it is important to have parking spots available for library staff.

Additionally, there was much discussion on validation options for library visitors, with several board members, stating that this is important. Johnson and Mroz both thought that this could probably be done, but how it would be done would need to be determined. There were a range of suggestions that included providing library users with pay tokens and providing a daily validation code at the circulation desk. Johnson and Mroz stated that this would need more exploration.

7. President’s comments, reports, and requests for action—none

- a. St. Joseph update, discussion, and possible action—Norris attended the May board meeting and provided the Town of St. Joseph with a library update.
- b. Town of Hudson update, discussion, and possible action—Shaw noted that the Town has a new chair.
- c. Village of North Hudson update, discussion, and possible action—No update.
- d. City of Hudson update, discussion, and possible action—No update.

8. Director’s Report, Statistics, and requests for action—Director provided a written report for review by the Library Board. There were no questions by the board.

9. **ACTION ITEM:** Adjournment

ACTION TAKEN:

Motion to adjourn by Coppenbarger

Second by Peterson

Discussion: None

Vote taken: Unanimous Approval 8 Ayes / 0 Nays

Respectfully Submitted,

Tina L. Norris

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