



Hudson Area Joint Library Board of Trustees
UNAPPROVED Meeting Minutes
August 20, 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:	Absent:	Staff:	Visitors
Berning,	None	Tina Norris, Director	Theresa Johnson, Chair
Cizek			Town of St. Joseph
Coppenbarger			Don Jordan, Chair
Kilber			Town of Hudson
O'Connor			Stan Wekkin, President
Peterson			Village of North Hudson
Schrock			Susie Gilbert
Shaw			Joyce Law

3. Citizen Comments: No comments
4. **ACTION ITEM:** Approval of Consent Agenda Items
 - a. *Approve meeting Agenda*
 - b. *Disposition of Minutes from July 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 Peterson to approve the Consent Agenda
Second by Kilber
Discussion: None
Vote taken: Unanimous Approval 8 Ayes / 0 Nays

5. Director's Report, Statistics, and requests for action—originally on agenda as Item #7. Item 7(d) was presented first.
 - a. Director provided a written report for review by the Library Board. There were no questions by the board.

- b. Director Updates: Norris provided a brief overview of upcoming events at the Library and acknowledged the contributions of staff in the Library's continued success.
- c. Strategic Plan Updates: Norris provided a progress report on the Library's new strategic plan and noted that implementation is going well and metrics demonstrate progress and success in many areas.
- d. Joint Library Funding / Membership—

Municipal partner representatives, Theresa Johnson, Chair, Town of St. Joseph; Don Jordan, Chair, Town of Hudson; and, Stan Wekkin, President, Village of North Hudson were present for this discussion. On Monday, August 19, 2019, a proposal to restructure the Hudson Area Joint Library, by having the Towns of Hudson and St. Joseph leave the partnership, was presented to the Hudson City Council during public comments. The proposal was made by Roy Sjoberg, who provided the City Council with a written proposal and a spreadsheet reflecting current funding and "alternate reality" funding. The "alternate reality" funding reflected funding of the Library if it were a joint library consisting of the City of Hudson and the Village of North Hudson. Norris presented an analysis of the spreadsheet, which included the original data provided in Sjoberg's spreadsheet, as well as corrected funding numbers. Additionally, data on the impacts to the taxpayers in the Towns of Hudson and St. Joseph, the impact on funding to the Hudson Area Joint Library, and the effects of the proposal on the Hudson Area Library Foundation and the Friends of the Hudson Area Library was provided.

After much discussion, including background information on the creation of the joint library, Theresa Johnson, who was present when the joint library formed, affirmed her support of the joint library and stated that she would be putting forth a resolution affirming the Town of St. Joseph's support of and intent to remain a part of the Hudson Area Joint Library. Don Jorday, Chair, Town of Hudson will do the same. Stan Wekkin, President, Village of North Hudson, stated that the Village will affirm their continued support of the joint library through a resolution, as well.

- 6. Presentations by supporting organizations—Moved to follow item #7 Director's Report
 - a. Friends of the Library: Joyce Law provided an update of the Family Fresh receipt totals (\$40,283) and announced the upcoming September book sale dates.
 - b. Library Foundation: Susie Gilbert provided the Foundation report to the board. Susie noted that the Foundation has completed their new Fund Development plan which includes long-term strategies. Gilbert noted that work on the upcoming 2019-2020 annual campaign is underway. A fundraiser, Hogwarts after Hours is scheduled for October 19, 2019 here at the Library. Tickets will be \$75 and benefit the library. Gilbert noted that donations are up for 2018-2019 and that the Foundation has contributed \$98,000 to the Library over the past three years.
- 7. President's comments, reports, and requests for action—none
 - a. St. Joseph update, discussion, and possible action—Peterson continues to present to the Town Board regularly.
 - b. Town of Hudson update, discussion, and possible action—Shaw noted that the Town Board will be meeting on September 3, 2019.
 - c. Village of North Hudson update, discussion, and possible action—Cizek stated that he

will be attending and providing an update to the Village of North Hudson on September 3, 2019.

- d. City of Hudson update, discussion, and possible action—O'Connor provided a report during the Joint Membership—Item 7(d)—portion of the meeting. O'Connor provided information about the City Council meeting on August 19, 2019, specifically the proposal presented to the Council by Sjoberg.

8. **ACTION ITEM:** Request for approval of Hudson Area Library Foundation plans for donor recognition.

Norris presented the Foundation's plans for recognizing donors, which includes sponsors who provide \$5,000 to be placed on the Library's windows providing visual recognition for 1-year. This would allow the Foundation to raise \$25,000 with a one-time "ask". Sponsors would be changed from year-to-year. Additionally, a "Step-up" for the Library recognition plan, whereby recognition of donors contributing \$500 or more would be placed on the steps heading to the second floor.

Action Taken:

Motion by O'Connor to approve the Foundation's donor recognition plans, as presented by the Library Director.

Second by Peterson

Discussion: None

Vote taken: Motion Approved 8 Ayes / 0 Nay

9. **ACTION ITEM:** Library Director Review timeline
Copenbarger presented the 2019 Director Review timeline.

ACTION TAKEN:

Motion to approve the recommended review timeline by Kilber

Second by: Peterson

Discussion: NONE

Vote Taken: UNANIMOUS APPROVAL 8 Ayes / 0 Nays

10. **ACTION ITEM:** Consideration of Library participation in City of Hudson Impact Fee Study
Norris provided a brief overview of the consultant's presentation to City of Hudson department heads. Other City Departments are considering a recommendation to the City Council regarding the establishment of impact fees within the City. Participation by the Library is not required. Kilber suggested that the Library wait and evaluate the impact fees based on the results of other City Departments. Peterson agreed.

ACTION TAKEN:

Motion to table by Kilber

Second by: Peterson

Discussion: NONE

Vote Taken: UNANIMOUS APPROVAL 8 Ayes / 0 Nays

11. **ACTION ITEM:** Adjournment

ACTION TAKEN:

Motion to adjourn by O'Connor

Second by Peterson

Discussion: None

Vote taken: Unanimous Approval 8 Ayes / 0 Nays

Respectfully Submitted,

Tina L. Norris

Tina L. Norris, Director