



Hudson Area Joint Library

August 5, 2020 – 6:00 PM

Hudson Area Joint Library

700 1st Street, Hudson, WI 54016

1. **Call to order at 6 p.m. by Barb Peterson. Roll Call, Certification of Compliance with Open Meeting Laws and Public Records Laws, Introduction of Visitors and Staff**
Board members present: Barb Peterson, Susan Blank, Katie Copenbarger
Staff present: Shelley Tougas, Madeline Page
Visitors: None
2. **ACTION ITEM: Approve Agenda**
Motion by Copenbarger to approve agenda
Second by Blank
Discussion: None
Vote Taken: MOTION CARRIED – 3 ayes/0 nays
3. **ACTION ITEM: Disposition of the prior committee meeting minutes— July 2 and July 15, 2020 [p.2]**
Motion by Copenbarger to approve the agendas with an edit to the July 2 agenda to change the date on the document from June 2 to July 2.
Second by Blank
Discussion: None
Vote Taken: MOTION CARRIED – 3 ayes/0 nays
4. **ACTION ITEM: PTO plan**
Motion by Copenbarger to recommend approval of the PTO plan, with clarifying language, to the full board at the August meeting
Second by Blank
Discussion: Members want clear definitions to ensure clarity due to the variety of hours worked in the library's staffing structure.
Vote Taken: MOTION CARRIED – 3 ayes/0 nays
5. **ACTION ITEM: Director job description**
Motion by Copenbarger to recommend approval of the job description with revisions to the full board at the August meeting.
Second by Blank
Discussion: Members will next work on developing an evaluation tool based on the description.
Vote Taken: MOTION CARRIED – 3 ayes/0 nays
6. **ACTION ITEM: Adjournment**
Motion by Blank to adjourn
Second by Copenbarger
Discussion: None
Vote Taken: MOTION CARRIED – 3 ayes/0 nays