



**Hudson Area Joint Library  
Library Board of Trustees  
Unapproved Meeting Minutes  
Sept. 15, 2020 – 5:30 PM**

- 1. Call to order at 5:30 p.m. by President Paul Berning.**
- 2. Roll call, certification of compliance with opening meeting laws and public record laws, and introduction of visitors and guests.**

Board members present: Berning, Schrock, Blank (arrived at 5:35), Peterson, Whiteley, O'Connor, McCarthy, Coppenbarger  
Board members absent: None  
Visitors: John Thompson, Joyce Law  
Staff: Shelley Tougas, Madeline Page
- 3. Citizen comments – None**
- 4. Introduction of Trustee Kristine McCarthy from the Town of Hudson.**
- 5. ACTIONITEM: Approve Consent Agenda Items**
  - a.) Approve meeting Agenda
  - b.) Disposition of Minutes from Aug. 18, 2020 board meeting.
  - c.) Discussion and possible action on invoices that are not regularly recurring or are not within the 2020 Budget vs. Actual to Date
  - d.) Discussion and possible action on regularly recurring expenditures that are within the Board approved 2020 budget
  - e.) Discussion and possible action on 2019 and 2020 budget comparison

**Motion by O'Connor to approve consent agenda**  
**Second by Coppenbarger**  
**Vote taken: MOTION CARRIED - 7 Ayes / 0 Nays / 1 absent (Blank)**
- 6. Presentations:**
  - a.) John Thompson, IFLS Director, discussed the search process and took questions regarding the Library Director position.
  - b.) Friends of the Library: Joyce Law provided an update. The book sale in September is canceled due to COVID. Sale room inventory is 50 percent off.
  - c.) Foundation: Barb Peterson provided a report. The Readathon was successful and raised \$1,500.
- 7. President's comments, reports, and Municipal updates:**
  - a.) Berning - no report
  - b.) O'Connor - City of Hudson is starting the budget process
  - c.) Whiteley - North Hudson is supportive of a funding increase to library
  - d.) Blank - Town of Hudson is working on budget
  - e.) Peterson - Town of St. Joseph appears supportive of COVID request and funding increase.

**6. Director's Report**

a.) Presentation of the monthly report and statistics, as provided in the written report.

**7. Update citizen complaint regarding Black Voices in the Valley event.** Peterson reported that she, as Chair of the Policy and Personnel Committee, and President Berning met with Interim Co-Director Shelley Tougas. Berning and Peterson found no violation of the programming policy. No outside presenter were hired to conduct a program for children.

**8. Discussion:** Board discussed a locker system or book drop for funding partners outside the city, including potential space issues, hours, staffing and/or volunteers needed.

**9. DISCUSSION AND POTENTIAL ACTION ITEM:** Director job description and timeline.  
**Motion by Whiteley to approve job description with the required certification.**

**Second by O'Connor**

**Vote taken: MOTION CARRIED - 8 Ayes / 0 Nays**

**10. DISCUSSION AND POTENTIAL ACTION ITEM:** PTO Plan. No update; no action taken.

**11. DISCUSSION AND POTENTIAL ACTION ITEM:** Trustee emails. No action; options reviewed at a future meeting.

**12. DISCUSSION AND POTENTIAL ACTION ITEM:** COVID reimbursements from funding partners.

**Motion by Whiteley to approve Finance Committee recommendation to send letters to partners for reimbursements, proportionate to funding levels, from federal grants.**

**Second by O'Connor**

**Vote taken: MOTION CARRIED - 8 Ayes / 0 Nays**

**13. ACTION ITEM:** Adjourn

**Motion by O'Connor to adjourn**

**Second by Schrock**

**Vote taken: MOTION CARRIED - 8 Ayes / 0 Nays**

Respectfully submitted,

Shelley Tougas