



Hudson Area Joint Library Policy and Personnel Committee Meeting Unapproved Meeting Minutes

Sept. 12, 2020 – 9 a.m.

Hudson Area Joint Library

700 1st Street, Hudson, WI 54016

1. **Call to order at 9:05 a.m., Roll Call, Certification of Compliance with Open Meeting Laws and Public Records Laws, Introduction of Visitors and Staff**
Committee members present: Peterson, Susan Blank, Katie Coppenbarger (joined at 9:30 a.m.)
Staff present: Shelley Tougas and Madeline Page
Visitors: None
2. **ACTION ITEM: Approve agenda**
Motion by Blank to approve agenda. Second by Peterson.
Discussion: None
Vote Taken: MOTION CARRIED – 2 Ayes / 0 Nays (Coppenbarger absent)
3. **ACTION ITEM: Disposition of the prior committee meeting minutes**
Motion by Blank to approve minutes.
Second by Peterson.
Discussion: None
Vote Taken: MOTION CARRIED – 2 Ayes / 0 Nays (Coppenbarger absent)
4. **DISCUSSION AND POTENTIAL ACTION ITEM: PTO plan**
Attorney has not finished the review. No action taken.
5. **DISCUSSION AND POTENTIAL ACTION ITEM: Director job description**
Motion by Blank to approve revised job description and recommend to full board.
Second by Peterson.
Discussion: None
Vote Taken: MOTION CARRIED – 2 Ayes / 0 Nays (Coppenbarger absent)
6. **DISCUSSION AND POTENTIAL ACTION ITEM: Programming Policy revisions**
No action taken. Staff directed to send proposed revisions/clarifications to city attorney for review.
Discussion: None
7. **DISCUSSION AND POTENTIAL ACTION ITEM: Staff titles**
Motion by Coppenbarger to change titles: LAII becomes Librarian; LAI becomes Library Assistant.
Second by Blank.
Discussion: None
Vote Taken: MOTION CARRIED – 3 Ayes / 0 Nays

8. **ACTION ITEM: Adjourn**
Motion by Coppenbarger to adjourn
Second by Blank
Discussion: None
Vote Taken: MOTION CARRIED – 3 Ayes / 0 Nays

Respectfully submitted,

Shelley Tougas