



**Hudson Area Joint Library
Library Board of Trustees
Approved Meeting Minutes
November 17, 2020 – 5:30 PM**

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

Board members present: Berning, Schrock, Coppenger, Blank, Peterson, Whiteley, O'Connor, McCarthy.

Visitors: Joyce Law

Staff: Shelley Tougas, Madeline Page

- 2. Citizen comments – None**

- 3. ACTION ITEM: Approve Consent Agenda Items**

- a.) Approve meeting Agenda

- b.) Disposition of Minutes from October 20, 2020 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 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 Peterson to pull items a and d for discussion

Second by O'Connor

Vote taken: MOTION CARRIED - 8 Ayes / 0 Nays

Motion by Peterson to approve the October minutes (item a) with a correction to the time of adjournment. Second by O'Connor

Vote taken: MOTION CARRIED – 8 ayes / 0 Nays

Peterson asked the co-directors to provide documentation that grant rollovers approved by the Foundation will be assigned to the appropriate category and not transfer to undesignated funds.

Motion by Peterson to approve regularly recurring expenditures (item d).

Second by O'Connor

Vote taken: MOTION CARRIED – 8 ayes / 0 Nays

4. Presentations:

- a.) Friends of the Library: Joyce Law reported that the Friends membership also approved the 2021 grants to the library in the amount of \$14,000.
- b.) Library Foundation: Barb Peterson updated the board on the annual campaign and noted Stu Wilson from Library Strategies attended a foundation meeting to discuss the stakeholder retreat.

5. President's comments, reports, and Municipal updates:

- a.) President Berning thanked staff for keeping the library open.
- b.) St. Joseph: Peterson reported the town is likely to approve a 2 percent increase in funding for the library
- c.) Town of Hudson: No update
- d.) Village of North Hudson: Whiteley reported the village is voting on its budget, which includes a \$2,000 funding increase for the library, at the October 20 meeting.
- e.) City of Hudson: O'Connor reported the library's request for a 2 percent increase is in the city budget proposal, which will be voted on soon.

6. Director's Report

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

7. DISCUSSION: BUDGET ADJUSTMENTS.

Tougas reviewed minor adjustments to the budget, which will be brought to the board for final approval in December.

8. DISCUSSION: OCCUPANCY AGREEMENT:

Tougas reported the board will be asked to vote in December to extend the existing lease for one year. In early 2021, the co-directors will work with city officials to develop terms for a new five-year lease. No action taken.

9. DISCUSSION AND POTENTIAL ACTION ITEM: Governor's advisory

Page reported the library intends to remain open. If circumstances change, such as staff shortage, the library may need to scale back services with little notice.

Motion by Peterson to authorize the co-directors to modify services offered by the library if the COVID situation dictates.

Second by Whiteley

Discussion: Coppenbarger asked co-directors to ensure changes to services are widely communicated.

Vote taken: MOTION CARRIED – 8 ayes / 0 Nays

10. DISCUSSION AND POTENTIAL ACTION ITEM: Golden Rule campaign O'Connor and Tougas discussed options for the campaign and the library's role. Trustees were enthusiastic about the campaign. No action taken.

11. DISCUSSION AND POTENTIAL ACTION ITEM: Acceptance of grants.

Motion by O'Connor to accept grants from the Friends of the Library in the amount of \$14,000 and the Hudson Area Public Library in the amount of \$36,500.

Second by Peterson

Discussion: None

Vote taken: MOTION CARRIED - 8 Ayes / 0 Nays

12. Adjournment:

Motion by O'Connor to adjourn.

Second by Coppenbarger

Vote taken: MOTION CARRIED – 8 Ayes / 0 Nays

Respectfully submitted,
Shelley Tougas