HUDSON AREA PUBLIC LIBRARY
BOOKS ARE JUST THE BEGINNING

Library Board of Trustees
Meeting Agenda
June 20, 2023 at 6:30 p.m.
Hudson Area Public Library
700 1st Street, Hudson WI 54016

1. Call to order, roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.
2. Citizen Comments
3. **ACTION ITEM: Approval of Consent Agenda Items**
    1. *Approve meeting Agenda*
    2. *Disposition of Minutes from the prior board meeting(s) and of any intervening special meetings.*
    3. *Approval of expenditure report.*
    4. *Approval of bill payments.*
4. **Presentations:**
    1. *Friends of the Library*
    2. *Library Foundation*
5. **President's comments, reports, and municipal updates**
    1. *St. Joseph update*
    2. *Town of Hudson update*
    3. *Village of North Hudson update*
    4. *City of Hudson updates*
    5. *Hudson School District updates*
6. **Committee updates**
    1. *Policy and Personnel*
    2. *Finance*
7. **Director's Report**
    1. *Presentation of monthly report and statistics*
    2. *Director's report & update*
8. **DISCUSSION:** Transition update
9. **ANNUAL MEETING ITEMS:**
    1. Board meeting dates
    2. Library operation: hours, holidays and closures
    3. Library Board of Trustees Officers: President and Vice President
   4. Library Board Committees: Finance and Policy and Personnel

Hudson Area Public Library … Books are just the beginning

     5.   Trustee Participation: Remote Open Meetings
     6.   Trustee Participation: Remote Closed Meetings

10. Future agenda items

11. Adjourn

Next meeting: July 18, 2023

Board of Trustees Members: Paul Berning (President), Susan Blank, Kimberly Osterhues, Rich O'Connor, Kristine McCarthy (Vice President), Barbara Peterson, and Bryan Wells. Emailed to Joint Municipalities, Board Members, and media the week of June 12, 2023.

NOTE: Some Agenda items may be taken up earlier in the meeting, or in a different order than listed. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the Library Director at 715-386-3101 ext. 305.

Hudson Area Public Library … Books are just the beginning
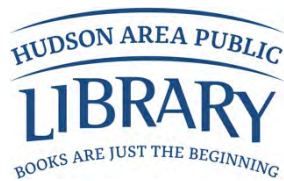
Hudson Area Public Library
Library Board of Trustees
Meeting Minutes
May 16, 2023

1. **Call to order at 6:30 p.m. by Berning. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.**
   Board members present: Paul Berning (President), Kristine McCarthy (Vice President), Bryan Wells, Susan Blank, Rich O'Connor, Barb Peterson. Berning left the meeting at 6:45.
   Absent: Kim Osterhues
   Staff: Shelley Tougas, Jamie Smith

2. Citizen Comments – None

3. **ACTION ITEM: Consent Agenda (agenda, minutes, expenditure report, bill payment)**
   Motion by O'Connor to approve consent agenda
   Second by Peterson
   Discussion: None
   Vote Taken: MOTION CARRIED – 6 Ayes/0 Nays

4. **Presentations:**
   Friends of the Library: A Friends representative was not at the meeting
   Hudson Area Library Foundation: Peterson reported that Rob Howard has joined the Foundation board and that the Foundation was encouraging library supporters to consider applying for an appointment on the new library board for 2024.

5. **President's comments, reports, and municipal updates**
   President Berning: Berning expressed condolences to the family of St. Croix County Deputy Kaitie Leising who was killed in the line of duty.
   Town of Hudson: No update
   Village of North Hudson: No update
   Town of St. Joseph: No update
   City of Hudson: O'Connor reported that the city is taking applications for the 2024 municipal library board. The Council recently discussed residency issues.
   Hudson School District: No update

6. **Committee updates**
   Policy and Personnel: No update

Finance: Agenda items follow: summer staff adjustments/2024 budget proposal for City of Hudson.

7. **Director's Report**
   The director's written report was presented.

8. **POTENTIAL ACTION ITEM:** Summer staff adjustments
   Motion by Peterson to amend the budget to use no more than $2,800 from unrestricted funds to cover
   Second by Wells
   Discussion: McCarthy agreed to accept the position
   Vote Taken: MOTION CARRIED – 5 Ayes/0 Nays

9. **POTENTIAL ACTION ITEM:** 2024 budget proposal for City of Hudson
   Motion by Peterson
   Second by O'Connor
   Discussion: Peterson suggested Sunday Fun Days be called Sunday Family Days. O'Connor inquired about the city's contributions over the past seven years.
   Vote Taken: MOTION CARRIED – 5 Ayes/0 Nays

10. **Future agenda items:** gift receipt policy

11. **Adjourn**
    Motion by O'Connor to adjourn at 7:34
    Second by Wells
    Discussion: None
    Vote Taken: MOTION CARRIED – 5 Ayes/0 Nays

Respectfully Submitted,
Shelley Tougas

DIRECTOR'S REPORT – JUNE 2023

Summer Reading Program

The programming team has developed an incredible Summer Reading Program. See the PDF of the flyer for details. We are also participating in RiverFest and National Night Out this summer. Youth Librarian Sara O'Brien visited several classrooms to promote the program. Youth Librarian Camille Young and I did full-day presentations to all grades at both River Crest and Prairie.

Senior Outreach

The Friends of the Library is working with us to place and deliver holds on materials for residents of Woodland Hill. Thanks to Joyce Law for her enthusiasm, ideas and networking skills! Staff are connecting with directors of other senior living centers for book delivery. Additionally, technology librarian Matt Campana will schedule monthly visits to senior living centers to help residents with technology issues. STEM library Christopher Mick and I have set up special programming at the centers, and Collection Manager Joan Bushman will conduct library card sign-up days on site.

Teen Project and Outreach

The teen space project had a delay while we waited for the mobile attachments for the shelving to arrive. The former teen space has been painted, and Youth Librarian Camille Young is working with members of the Teen Advisory Board on purchases for the new social space.

Staff will be meeting with teachers and specialists from the high school this summer to discuss teen engagement, promotions and collaborations. If we have necessary staffing, we want to try running a few teen programs at the high school. Transportation is an issue for teens.

Board Development

I am developing a Board Development and Orientation Plan to support a successful transition to a municipal library with a new nine-member board. The application period has closed, and appointments are likely to be made in June.

Mentors
I'm seeking returning board members to be assigned to one (or possibly more) new board member(s) as a mentor. Please contact me if you're willing to help.

Orientation Sessions
Although summer is a busy time and not ideal for scheduling sessions, it's important to conduct orientation early in the process. The Council's intention is for the new members to attend meetings in 2023 so they're ready to fully engage in 2024.

I am planning the following sessions, which can be repeated depending on availability:
- Library tour and library services/resources. Presented by staff and a volunteer, if available, from the current board.
- Library history and Wisconsin library funding. Presented by staff and a volunteer, if available, from the current board.
- Key Roles and Responsibilities: City Leaders, Trustees, Staff and Support Organizations. President by IFLS Director John Thompson.

I've met with a board development consultant to discuss the potential for a January board retreat regarding roles, productive dialogue, policy-based governance and other issues.

I'm also compiling supplemental materials for the DPI's Trustee Manual.

If you have feedback or suggestions, please share them with me.

WHOLE COMMUNITY PROGRAMS

Thur / June 15 / 10:00 am / SRP Kick-off / Lakefront Park / Petting Zoo
Tues / June 20 / 10:30 am / Carpenter Nature Center / Library Lobby
Tues / June 27 / 6:30 pm / Robert the Magician / Library Lobby
Tues / July 11 / 6:30 pm / Talewise / Library Lobby
Tues / July 18 / 6:00 pm / Randy Peterson / Library Lobby
Tues / July 25 / 6:30 pm / Snake Discovery / Library Lobby
Tues / August 1 / 10:30 am / Minnesota Jack Sparrow / Library Lobby
Tues / August 8 / 6:30 pm / Friends of the Willow River State Park / Lobby
Tues / August 15 / 10:30 am / Mixed Nuts Comedy Show / Library Lobby

FAMILY FUN FRIDAYS

Join us on Fridays for a movie matinee or bingo with fun prizes!
Bring a beach blanket & picnic - we'll provide beverages and treats.

June 23 / 1:00 - 3:00 pm / Clifford the Big Red Dog
June 30 / 1:00 -2:00 pm / Beach Blanket Bingo
July 7 / 1:00 - 3:00 pm / Meet the Robinsons
July 14 / 1:00 - 2:00 pm / Beach Blanket Bingo
July 21 / 1:00 - 3:00 / Lilo and Stitch
July 28 / 1:00 - 2:00 pm / Beach Blanket Bingo
August 4 / 1:00 - 3:00 pm / Sing
August 11 / 1:00 - 2:00 pm / Beach Blanket Bingo
Augst 18 / 1:00 - 3:00 pm / Cars

No registration required for programs on this page.

OUTDOOR STORYTIME

Stay afterwards for Music & Movement or Bubble Time fun.
Wed / June 21 / 9:30 am / Williams Park / Music & Movement
Wed / June 28 / 9:30 am / Prospect Park / Bubble Time
Wed / July 12 / 9:30 am / Weitkamp Park / Bubble Time
Wed / July 19 / 9:30 am / Williams Park / Music & Movement
Wed / July 26 / 9:30 am / Prospect Park / Bubble Time
Wed / August 2 / 9:30 am / Presbyterian Church Garden
Wed / August 9 / 9:30 am / Williams Park / Bubble Time
Wed / August 16 / 9:30 am / Prospect Park / Music & Movement

READ WITH TEACHERS

Mondays | June 26 - July 31 | 1:00 - 2:00 pm

Join the Hudson Area Library 2023 Summer Reading Program!

There will be special programs & performances, classes, book clubs and more!
Signing up is easy and the prizes are awesome!

The program runs from **June 15 - August 18** and will kick off with a

SUMMER READING LAUNCH PARTY!

Thursday | June 15 | 10:00 am - 12:00 pm at the **Lakefront Park Bandshell.**

Sign up and enjoy some summer fun! We'll have lots of activities, giveaways and the **Little Blue's Traveling Zoo!**

For programs that are scheduled to take place outside, please check our website, FB page or call 715.386.3101 to check for location change if bad weather is predicted.

HUDSON AREA PUBLIC
LIBRARY
A WORLD OF POSSIBILITIES

SUMMER READING 2023

LIBRARY PROGRAMS ARE ALWAYS **FREE!**

JUNE 15 - AUGUST 18

HUDSONPUBLICLIBRARY.ORG

SUMMER CRAFT CLASSES (GRADES 1-5)

Sign up for a super fun craft class this summer.

June 19 / Mon / 3:00 - 4:30 pm / **Unicorn Painting** or
June 26 / Mon / 3:00 - 4:30 pm

July 10 / Mon / 3:00 - 4:30 pm / **Pom Pom Animal** or
July 14 / Fri / 10:15 - 11:45 am

July 17 / Mon / 3:00 - 4:30 pm / **Fun Magnetic Creations** or
July 21 / Fri / 10:15 - 11:45 am

July 24 / Mon / 3:00 - 4:30 pm / **Sunflower Wall Hanging** or
Aug 4 / Fri / 10:15 - 11:45 am

Aug 7 / Mon / 3:00 - 5:00 pm / **Hand-sew a Stuffed Rainbow Cloud** or
Aug 11 / Fri / 10:00 am - 12:00 pm

Aug 14 / Mon / 3:00 - 4:30 pm / **Suncatcher** or
Aug 18 / Fri / 10:15 - 11:45 am

SUMMER READING STORY & CRAFT (FOR KIDS ENTERING KINDERGARTEN)

Let your imagination go wild! We'll read a picture book and then make a related craft. Please register.

June 23 / Fri / 10:15 - 11:15 am / Cows
June 30 / Fri / 10:15 - 11:15 am / Donuts

SUMMER STORIES, STEAM & SNACKS

Join Willow River teacher, Lisa Plackner, for a wonderful story and hands-on STEAM project and snack. Grades 1-3. Please register.

July 24 / Mon / 10:30 am - 12:00 pm / Rockets
July 26 / Wed / 10:30 am - 12:00 pm / Spaghetti
July 28 / Fri / 10:30 am - 12:00 pm / Pirates
July 31 / Mon / 3:00 - 4:30 pm / Dragons
Aug 2 / Wed / 3:00 - 4:30 pm / Roller Coasters

PAINTING WITH AUDREY

June 22 / Thursday / 2:00 - 4:00 pm

Paint with local artist Audrey Martin. Ages 5-12. Please register.

BOOK CLUBS

A free book and its sequel for every participant!

July 5 / Wed / 4:00 - 5:30 pm / **Tween Book Club Grades 6-8**
Amari & the Night Brothers by B.B. Alston.

August 2 / Wed / 4:00 - 5:30 pm / **Teen Book Club Grades 9-12**
Legendborn by Tracy Deonn

SUMMER STEM

Our STEM Educator, Chris Mick will be leading a family STEM activity in conjunction with all of our whole community, Tuesday programs. There is no registration required. Everyone is welcome.

June 20 / Tues / 10:30 am / **Carpenter Nature Center**
Move With the Animals. Join us for a STEM activity afterward.

June 27 / Tues / 6:30 pm / **Robert the Magician**
A Kid's Comedy Magic Show. Join us for a STEM activity at 5:30 pm.

July 11 / Tues / 6:30 pm / **Talewise**
Saving the Earth Together. Join us for a STEM activity at 5:30 pm.

July 18 / Tues / 6:00 pm / **Randy Peterson**
Let's All Join the Band. Join us for a STEM activity afterward.

July 25 / Tues / 6:30 pm / **Snake Discovery**
Snake, Rattle & Role. Join us for a STEM activity at 5:30 pm.

August 1 / Tues / 10:30 am / **Minnesota Jack Sparrow**
Join Mr. Chris afterward for a STEM activity.

August 8 / Tues / 6:30 pm / **Friends of the Willow River**
Remarkable Reptiles. Join us for a STEM activity at 5:30 pm.

Augest 15 / Tues / 10:30 am / **Touch of Magic**
Mixed Nuts Comedy Show. Join Mr. Chris after the show.
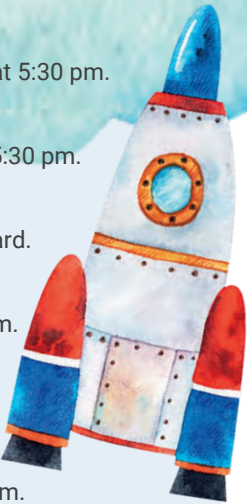
TWEENS & TEENS

June 21 / Wed / 4:00 - 5:30 pm / **Tween & Teen Creative Kitchen #1**
Chickpea Tacos. Grades 6-12. Please register.

June 28 / Wed / 4:00 - 5:30 pm / **Tween & Teen Sweet Treats #1**
Donuts. Grades 6-12. Please register.

July 8 - Aug 5 / Saturdays / 10:00 am - 12:00 pm / **Dungeons & Dragons**
Slay dragons this summer. Grades 6-12. Please register.

July 12 / Wed / 4:00 - 5:30 pm / **Tween & Teen Creative Kitchen #2**
Cheeseburger Sliders. Grades 6-12. Please register.

July 19 / Wed / 4:00 - 5:30 pm / **Tween & Teen Sweet Treats #2**
Lemon Bars. Grades 6-12. Please register.

July 26 / Wed / 4:00 - 5:30 pm / **Tween & Teen Creative Kitchen #3**
Chicken Tortilla Soup. Grades 6-12. Please register.

August 9 / Wed / 3:00 - 5:30 pm / **Tween & Teen Sweet Treats #3**
Chocolate Chip Cookies. Grades 6-12. Please register.

August 12 / Sat / 3:00 - 5:00 pm / **(Not-so-Murdery) Mystery Party**
Pizza provided to improve sleuthing skills. Grades 6-12. Please register.

SUMMER READING YAWD PROGRAMS

Join us for summer reading fun! These programs are specially for young adults with disabilities. Ages 16+. No registration required.

June 16 / Friday / 2:00 - 3:00 pm / Summer Reading Kick-off
June 23 / Friday / 10:15 am - 12:15 pm / Matinee - Clifford the Big Red Dog
June 30 / Friday / 10:15 - 11:15 am / Beach Blanket Bingo
July 7 / Friday / 10:15 am - 12:15 pm / Matinee - Meet the Robinsons
July 14 / Friday / 10:15 - 11:15 am / Beach Blanket Bingo
July 21 / Friday / 10:15 am - 12:15 pm / Matinee - Lilo and Stitch
July 28 / Friday / 10:15 - 11:15 am / Beach Blanket Bingo
July 31 / Monday / 3:00 - 4:30 pm / Craft Program - Fleece Tied Pillows
August 4 / Friday / 10:15 am - 12:15 pm / Matinee - Sing
August 11 / Friday / 10:15 - 11:15 am / Beach Blanket Bingo
Augst 18 / Friday / 10:15 am - 12:15 pm / Matinee - Cars

Hudson Area Public Library Statistics Summary

May-23

YTD Circulation Comparisons			Month to Month Comparisions			Library Visitors YTD	
	2022	2023	2022		2023	2022	2023
Physical Materials:	55,201	68,815	8,052	Physical CKO	12,982	20,559	33,291
Digital Materials:	23,970	26,119	8,527	Check-ins	10,680		
Total All Circulation:	79,171	94,934	3,558	Renewals	3,458		
			11,610	Total Physical Circ	16,440	Monthly Visitors	
% Physical Materials	69.72%	72.5%	4,811	Digital Circulation	5,366	2022	2023
% Digital Materials	30.3%	27.5%	16,421	Total All Circulation	21,806	4,761	6,756

New Patrons		New Patrons YTD		Proctoring-YTD		Cardholders	
2022	2023	2022	2023	2022	2023	Jan. 1 2023	6,926
124	119	511	605	1	1	Current	8,452

Technology Use YTD			Meeting Room Use		
	2022	2023		2022	2023
Pharos	1,160	1,486	Monthly	88	234
Wi-Fi	11,621	11,206	YTD	394	954
Year-to Date	12,781	12,692			

Programming at the Library

YTD Programs Held:		Monthly Comparisons			
2022	2023	Programs Held	2022	2023	Change
125	137	Children	19	22	3
		Teens / 'Tweens	7	6	(1)
YTD Program Attendance:		Adult	4	1	(3)
2022	2023	Drop-in	2	1	(1)
2,651	3,342	Totals:	32	30	(2)
		Attendance	2022	2023	Change
Self Directed Activities 2023:		Children	336	425	89
MTD	YTD	Teens / 'Tweens	26	46	20
25	118	Adult	29	8	-21
		Drop-in	30	134	104
		Totals:	421	613	192

Items Borrowed													
2023	3,377	2,526	3,453	3,175	2,434								14,965
Items Loaned													
2023	2,801	3,070	3,803	3,034	3,013								15,721
Items Added													
2023	496	351	486	588	542								2,463

Technology Use	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
Pharos													
2018	696	765	872	826	807	838	837	882	745	850	690	560	9,368
2019	659	581	754	775	740	701	710	807	615	728	605	561	8,236
2020	654	609	287	-	-	-	109	115	111	109	98	99	2,191
2021	108	97	130	106	114	217	215	249	126	-	-		1,362
2022	186	227	249	252	246	221	226	295	265	256	272	225	2,920
2023	283	292	421	290	200								1,486
Wireless													
2018	4,877	5,100	5,553	5,508	5,687	6,475	6,347	5,992	4,807	5,860	5,627	4,724	66,557
2019	5,799	1,012	4,690	5,378	6,005	5,977	4,410	4,529	3,927	4,247	3,750	3,333	53,057
2020	4,127	3,969	2,804	1,286	2,060	5,250	7,607	7,017	5,939	5,767	5,793	5,866	57,485
2021	4,898	4,514	5,220	5,184	5,961	6,764	7,377	7,867	5,796	4,375	3,577	3,539	65,072
2022	2,504	2,309	2,475	2,556	1,777	2,693	3,414	3,003	3,039	2,698	2,386	1,885	30,739
2023	1,992	1,886	2,169	2,331	2,828								11,206
Proctoring Services													
2018	3	3	0	2	1	7	6	1	0	4	4	2	33
2019	-	4	4	-	3	8	7	6	2	6	4	4	48
2020	-	6	-	-		-	-	3	1	1	1	1	13
2021	1	2	-	2	1	2	3	1	2	-	-		14
2022	1	0	0	0	0	3	5	2	0	0	0	0	11
2023	1	0	0	0	0								1

Patron Statistics													
Visitors	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
2018	8,678	9,559	10,858	9,757	9,958	13,025	13,214	12,023	10,750	10,525	8,843	9,765	126,955
2019	13,007	9,265	11,314	10,123	10,576	14,388	13,254	11,994	10,765	11,757	9,241	9,016	134,700
2020	11,254	9,832	5,983	-	-	-	2,346	2,825	2,362	2,146	2,268	2,299	41,315
2021	2,184	2,398	2,990	2,686	3,192	5,752	5,784	5,908	2,441	-	-		33,335
2022	2,949	3,661	4,549	4,639	4,761	5,677	6,264	6,551	4,983	5,299	5,393	4,716	59,442
2023	6,169	6,231	7,445	6,690	6,756								33,291
Monthly Average 2023	6,169	6,200	6,615	6,634	6,658	6,658	6,658	6,658	6,658	6,658	6,658	6,658	33,291
Days Open 2023	24	22	27	24	26								25
Daily Average 2023	257	283	276	279	260	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
New Patrons	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
2018	83	74	73	103	141	174	127	134	92	87	82	78	1,248
2019	126	87	130	126	90	217	147	99	85	91	73	75	1,346
2020	104	106	56	19	26	29	50	47	52	38	62	44	633
2021	44	57	46	34	52	156	141	99	74	25	27	22	777

12

	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
2022	88	98	94	107	124	222	144	114	96	73	96	50	1,306
2023	145	99	119	123	119								605
Curbside Services	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
Patron Pick-ups 2020	0	0	0	92	962	1197	501	357	376	347	311	344	4487
Patron Pick-ups 2021	351	310	329	249	105	65	65	32	372	1071	988	991	4928
Patron Pick-ups 2022	86	49	45	55	34	28	32	22	36	29	19	17	452
Patron Pick-ups 2023	26	29	27	17	25								124

ANNUAL MEETING

Library Board of Trustees

See next section for relevant information from the library's bylaws. The 2024 municipal library board may revisit these items.

1. **Board meeting dates:**

Motion to set Finance Committee and Trustee meetings the third Tuesday of the month. Finance Committee will begin at 6:15 p.m., and the regular board meeting will begin at 6:30 p.m. unless otherwise noticed. The meetings will be held in Room 219 at the library, unless otherwise posted, with a virtual viewing option.

2. **Library holiday closures for New Year's Eve 2023 and the calendar year 2024.**

Motion to set library hours as presented.

Library hours:
Monday – Thursday: 10 a.m. to 8 p.m.
Friday: 10 a.m. to 6 p.m.
Saturday: 10 a.m. to 3 p.m.
Sunday: Closed

Motion to set library holiday closures as presented.

Library holiday closures:
December 29, 2023 – January 1, 2024—New Year's Eve and New Year's Day
  Friday, December 29 is in lieu of Sunday, December 31. (The library is closed
  Sundays.) Saturday, December 30 would be an unpaid closure.

January 15, 2024—Martin Luther King Jr. Day

March 29, 2024—Good Friday

May 27, 2024—Memorial Day

July 4, 2024—Fourth of July

September 2, 2024—Labor Day

October 14, 2024—Annual Staff Training Day/Columbus Day

November 28—30, 2024—Thanksgiving/Day after Thanksgiving
(Saturday, November 30 would be an unpaid closure)

December 24—25, 2024—Christmas Holidays

December 31, 2023—New Year's Eve

3. **Library Board of Trustees Officers: President and Vice President**
See accompanying bylaws information.

Current President: Paul Berning
Current Vice President: Kristine McCarthy

4. **Library Board of Trustees Committees: Finance and Policy and Personnel**
See accompanying bylaws information.

Current Finance Committee: Bryan Wells, Paul Berning, Kristine McCarthy
Current Policy and Personnel Committee: Barb Peterson, Kim Osterhues, Susan Blank

5. **Trustee Participation: Remote Open Meetings**
See accompanying bylaws information.

Motion to approve the remote-voting exception through the 2023 calendar year for Trustees who participate in open meetings remotely.

Motion to approve the remote-voting exception through the 2023 calendar year for Trustees who participate in closed meetings remotely.

BYLAWS RELATED TO ANNUAL MEETING

Library Board of Trustees

At previous annual meetings, the board has voted for officers using "unanimous consent." The process for unanimous consent is as follows:

A call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.

ARTICLE III—Officers Section 1 Election of Officers

The officers shall include a President and Vice-President and be elected from the appointed Trustees at the annual meeting of the Board. Vacancies in either office shall be filled by an election from the appointed trustees at the next regular meeting of the Board after the vacancy occurs.

Section 2 Terms

Officers shall serve a term of one year from the annual meeting at which they are elected and until their successors are duly elected. There is no limit on the number of one-year terms that an officer may serve.

Section 3 President

The President shall set the agenda and preside at all meetings of the Board, authorize calls for any special meetings, be responsible for the proper posting and publication of all regular and special meetings and their agendas, insure all aspects of the Open Meeting Law are complied with, appoint all committees, execute all documents authorized by the Board, serve as an ex-officio voting member of all committees, co-sign all checks drawn on trust or endowment funds, conduct annual performance appraisals for the Library Director, and with the Library Director, prepare the annual budget for presentation to the Board, and generally perform all duties associated with the office.

Section 4 Vice President

The Vice-President, in the event of the absence or disability of the President, or of a vacancy in that office, shall assume and perform the duties and functions of the President.

Section 5 Secretary

A recording Secretary may be appointed by the President. The President shall assign the duties of the Secretary. The Secretary's (or designated substitute's) presence is required at all open meetings of the Board, and at closed sessions based upon the subject discussed during the closed session. The Secretary is responsible to keep true and accurate records of all meetings and perform duties generally associated with that office.

Section 6 Treasurer

A Treasurer may be appointed by the Board to work with the City of Hudson Finance Director. The City of Hudson Finance Director shall act as the fiscal agent to receive and maintain accounts for all disbursed library funds.

ARTICLE IV—Meetings Section 1 Regular Meetings

The regular meetings shall be held each month, the date, location and hour to be set by the Board at its Annual Meeting.

Section 2 Annual Meetings

The Annual Meeting, which shall be for the purpose of the election of officers, shall be held at the time of the regular meeting in June of each year.

Section 6-7 Trustee Participation: Open Meetings and Closed Meetings

Trustees are encouraged to be physically present at board and committee meetings.

Trustees not physically present may participate in board and committee meetings remotely, via phone or Internet, but may not vote on any actions unless the Board has approved a remote-voting exception.

The Board may approve a remote voting exception for Trustees for a period not to exceed one year. The remote-voting exception shall be effective immediately. The Board may renew the exception for a period not to exceed one year. There are no limitations on the number of renewals.

The remote voting exception applies exclusively to open meetings unless the Board approves a separate exception under Section 7.

Public boards are not required to use online platforms to broadcast an open meeting live. If the Board is providing an online option for a Trustee to participate and vote remotely, the Board must also allow members of the public to attend the open meeting remotely and participate remotely according to the same policies and practices established for in-person meetings.

Closed Sessions

Closed sessions are restricted to physically present Trustees and physically present individuals who are pertinent to the subject of the closed session.

Trustees may not participate remotely or vote remotely in closed sessions unless the Board has approved a remote participation and voting exception.

The Board may approve a remote participation and voting exception for Trustees for a period not to exceed one year. The remote participation and voting exception for Trustees shall be effective immediately. The Board may renew the exception for a period not to exceed one year. There are no limitations on the number of renewals.

ARTICLE V—Committees Section 1 Standing Committees

Standing Committees shall be established by the President of the Board and their members appointed by the President subject to approval by the Board. Committee charters shall be established by the Board and reviewed on an annual basis. Standing Committees shall include Policy and Personnel and Finance.

Committees shall include a minimum of one member of the Board, and may include staff representatives and general public members.