



**Hudson Area Public Library
Library Board of Trustees
Meeting Minutes
January 21, 2025**

- 1. Call to order at 7:00 p.m. by President Paul 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, Bill Fehrenbach, Barb Peterson (Zoom), Gerry Klecker, Bryan Wells, Sammi Dittloff (Zoom), Jim Dalluhn, Chad Wiertzema

Board members absent: Rich O'Connor

Staff: Shelley Tougas, Michelle Saifullah

Guests: Paul Moen, Nancy Langness, Judy Green, Kathy Roberts, Kerry Reis, Susie Gilbert, Sam Cari

- 2. Citizen Comments**

None

- 3. ACTION ITEM: CONSENT AGENDA**

Motion by Wells to approve consent agenda items

Second by Fehrenbach

Discussion: None

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays (Peterson's vote was not heard)

- 4. Presentations**

Friends of the Library: No update

Foundation: Klecker reported the Foundation is recommending the board support Option 3 of the Leo Daly report. A formal vote allows the Foundation to start a fundraising feasibility study.

- 5. Updates/Reports**

President: Berning reported the County Administrative Committee passed the Library Plan of Service for 2025-2028 which includes supporting library reimbursements at 100 percent.

City of Hudson: No update

School district: No update

6. Committee Updates

Policy and Personnel: Dalluhn reported the committee recently reviewed staff benefits.

Finance: As noted in minutes and this month's agenda

Library Operations and Facility Structure: No update

AI Library Integration: No update

7. Director's Report

A year-end summary of library statistics was presented by Tougas. This report can be found in the LBOT packet dated 1/21/2025

8. POTENTIAL ACTION ITEM: Conflict of Interest Policy

Berning moved the topic to the next meeting to give Trustees additional time to review the policy.

9. POTENTIAL ACTION ITEM: Surplus Property Policy

Motion by Fehrenbach to approve the policy

Second by Wiertzema

Discussion: Key points of the policy were explained

Vote Taken: MOTION CARRIED - 8 Ayes/0 Nays

10. POTENTIAL ACTION ITEM: Staff COLA and Adjusted 2025 Budget

Motion by Wells to recommend approval of the adjusted budget including the additional 1.6 percent increase in addition to the previously approved COLA of 3 percent (retroactive to Jan. 1) to match the 4.6 percent COLA received by city staff with the condition that unrestricted funds be used only for nonrecurring expenses.

Second by Klecker

Discussion: Trustees discussed the budget process and compensation issues.

Vote Taken: MOTION CARRIED - 8 Ayes/0 Nays

11. POTENTIAL ACTION ITEM: Facility Plans and Fundraising

Motion by Klecker to accept the Hudson Area Library Foundation's recommendation of Option 3 from the Leo Daly report.

Second by Dalluhn

Motion by Berning to amend the original motion: accept the Hudson Area Library Foundation's recommendation of Option 3 from the Leo Daly report *pending the outcome of a feasibility study funded by the Foundation.*

Second to the amendment by Dittloff

Discussion on amendment: Trustees discussed the process of a fundraising study and the need.

Vote Taken: AMENDMENT CARRIED - 8 Ayes/0 Nays

Discussion on amended motion: Trustees discussed timing, public engagement, potential costs, the lack of funding from the city due to other large projects.

Vote Taken: AMENDED MOTION CARRIED – 8 Ayes/0 Nays

Motion by Klecker to request the Foundation fund additional architect work to create images and schematics for use in the fundraising feasibility study process.

Second by Wiertzema

Discussion: Trustees discussed the need for visual materials.

Vote Taken: MOTION CARRIED - 8 Ayes/0 Nays

12. FUTURE AGENDA ITEMS:

Conflict of Interest policy, state annual report, PTO adjustments with financial impact

13. Adjourn:

Motion to adjourn at 8:15 p.m. by Wiertzema

Second by Dalluhn

Vote Taken: MOTION CARRIED – 8 Ayes/0 Nay

Respectfully submitted,

Shelley Tougas