

**Library Board of Trustees
Meeting Agenda
June 17, 2025 at 7 p.m.
Hudson Area Public Library
700 1st Street, Hudson WI 54016**

LBOT and Finance Committee
Time: Jun 17, 2025 06:45 PM Central Time

Join Zoom Meeting
<https://us02web.zoom.us/j/82784729276?pwd=doEYRNXHXfi5tbUUE6eLkZi9DxyJ6H.1>

Meeting ID: 827 8472 9276
Passcode: 750369

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. Approval Organizational Meeting Agenda

ORGANIZATIONAL MEETING ITEMS – ACTION ITEMS:

- Election of Library Board of Trustees Officers
 1. President
 2. Vice President

*2024-2025 President: Paul Berning
2024-2025 Vice President: Bryan Wells*

- Nomination and Approval of Library Board Committees
 1. President's appointment: Finance
Confirmation vote by Trustees
 2. President's appointment: Policy & Personnel
Confirmation vote by Trustees

*2024-2025 Finance Committee: Bryan Wells, Gerry Klecker, Chad Wiertzema
2024-2025 Policy and Personnel Committee: Barb Peterson, Jim Dalluhn
Bill Fehrenbach*

- Meeting dates and times
Current dates and times:
*Third Tuesday of the month
6:45 p.m. Finance Committee
7 p.m. Regular Board Meeting*

- Trustee Participation and Voting: Remote Open Meetings

Current: Remote/electronic participation and voting approved for Trustees for

open meetings only with the stipulation that the Trustee's camera must be turned on.

- Review and approve 2026 library hours and closures
- Conflict of interest form and signatures
- Record meetings for River Channel

REGULAR MEETING:

4. ACTION ITEM: Approval of Consent Agenda Items

- *Approve regular meeting agenda*
- *Disposition of minutes from the prior board meeting(s) and of any intervening special meetings*
- *Acceptance of expenditure report*
- *Approve Finance Committee's recommendation to pay bills*

5. Presentations:

- *Friends of the Library*
- *Library Foundation*

6. Updates and reports

- *President's updates*
- *City of Hudson updates*
- *Hudson School District updates*

7. Committee updates

- *Policy and Personnel*
- *Finance*
- *AI*

8. Director's Report

- *Presentation of monthly report and statistics*
- *Director's report & updates*

9. PRESENTATION: Emelia Reynolds, Teen Program Growth

10. PRESENTATION: Summer Reading Program

11. DISCUSSION: Staff update

12. DISCUSSION AND POTENTIAL ACTION ITEM: Patron Privacy Policy

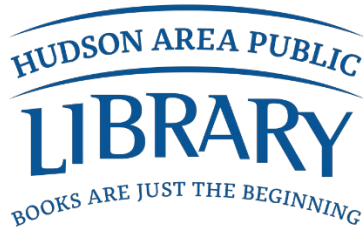
13. Future agenda items

14. Adjourn

Next meeting: July 15, 2025

Board of Trustees Members: Paul Berning, Jim Dalluhn, Rich O'Connor, Barbara Peterson, Bryan Wells, Bill Fehrenbach, Gerry Klecker, Chad Wiertzema, Sammi Dittloff.

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
Library Board of Trustees
Meeting Minutes
April 15, 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, Barb Peterson, Gerry Klecker, Bryan Wells, Sammi Dittloff, Jim Dalluhn, Bill Fehrenbach (zoom)

Board members absent: Chad Wiertzema, Rich O'Connor,

Staff: Jamie Smith, Shelley Tougas

Visitors: Susie Gilbert

- 2. Citizen Comments**

None

- 3. ACTION ITEM: CONSENT AGENDA**

Motion by Wells to approve consent agenda items a-d

Second by Klecker

Discussion: None

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

- 4. Presentations**

Friends of the Library: Tougas mentioned that the Friends' book sale will run April 28th-May 4th

Foundation: Klecker and Gilbert reported that city council will be voting on whether to commit the 700 1st Street building as the permanent home of the library.

- 5. Updates/Reports**

President: none

City of Hudson: none

School district: Dalluhn reported that the school referendum passed and this will help with their budget issues.

6. Committee Updates

Policy and Personnel: Peterson reported that she and Berning met with Tougas to go over her performance review and 2025 professional goals.

Finance: Wells said they had their meeting and approved bill payment.

AI Library Integration: Dittloff said the committee met and discussed a scheduling option called Shifts that is part of the Microsoft suite. They believe this would help with the time-consuming task of scheduling library staff and will further discuss its tools and capabilities.

Library Operations and Facility Structure: Klecker said the committee met and agreed that current library staffing will work well to operate the building into the near future.

7. Director's Report

The written report was presented by Tougas. This report can be found in the LBOT packet dated 4/15/2025.

8. PRESENTATION/BOARD DEVELOPMENT: Federal Library Funding

Tougas presented a slide show with an overview of the impact on HAPL of the federal government's executive order to dismantle the Institute of Museum and Library Services. The impact will likely affect the Interlibrary Loan service of which Wisconsin is the 2nd largest requestor in the country. In 2024, HAPL requested 178 ILLs. This service may have to be reduced, covered by HAPL, or come at a cost to patrons. Another potential impact to HAPL is the cost of staff development that may have been covered by federal funding or through a federal grant. IFLS also counts on this funding to provide technical support and other resources to libraries in our system.

9. DISCUSSION AND POTENTIAL ACTION: Director Goals

Tougas read her two goals aloud.

Motion by Peterson to approve

Second by Klecker

Discussion: Peterson stated that expectations and goals of the library director should not change mid-year but rather should be the expectation from the start of the new year. Any further changes to the director's job description will need to be done to take effect in 2026.

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

10. UPDATE: Trustee Appointments

Tougas stated that everyone who is a current trustee will be so another year.

11. FUTURE AGENDA ITEMS:

None

12. Adjourn:

Motion to adjourn at 7:54pm by Dalluhn

Second by Fehrenbach

Vote Taken: MOTION CARRIED – 7 Ayes/0 Nay

Respectfully submitted,

Jamie Smith

Monthly Expenditure Statement
May 31, 2025
Hudson Area Public Library

Acct Code	Object Description	Budget w/ grants	MTD	YTD	Balance	%YTD
240-55111	Library					
Personnel						
121	Full-Time	\$ 482,916	\$ 37,163	\$ 217,867	\$ 265,048	45%
125	Part-Time	\$ 376,225	\$ 28,367	\$ 169,518	\$ 206,707	45%
151	FICA	\$ 65,724	\$ 4,925	\$ 29,247	\$ 36,477	44%
152	WRS	\$ 48,365	\$ 3,825	\$ 22,258	\$ 26,107	46%
154	Health Insurance	\$ 92,000	\$ 7,520	\$ 41,352	\$ 50,648	45%
Personnel Total:		\$ 1,065,230	\$ 81,800	\$ 480,243	\$ 584,987	45%
Contractual Services						
212	Legal Services	\$ -	\$ -	\$ -	\$ -	
213	Professional Services	\$ 15,500	\$ 1,250	\$ 6,250	\$ 9,250	40%
216	IFLS Ops	\$ 54,421	\$ -	\$ 54,421	\$ -	100%
217	IFLS Courier	\$ 2,700	\$ -	\$ 2,700	\$ -	100%
225	Telephone	\$ 4,200	\$ -	\$ 1,410	\$ 2,790	34%
249	Contract Maint.	\$ -	\$ -	\$ -	\$ -	
294	Programming: Adults	\$ 5,000	\$ 271	\$ 2,757	\$ 2,243	55%
295	Programming: Children	\$ 25,000	\$ 1,891	\$ 8,199	\$ 16,801	33%
298	Maint. Agmts / Leases	\$ 9,000	\$ 578	\$ 1,522	\$ 7,478	17%
299	Other Contract Services	\$ 14,748	\$ -	\$ 6,315	\$ 8,433	43%
Contractual Services Total:		\$ 130,569	\$ 3,989	\$ 83,573	\$ 46,996	64%
Supplies & Expenses						
311	Postage	\$ 950	\$ 8.80	\$ 71.97	\$ 878	8%
312	Office Supplies	\$ 10,000	\$ 392.12	\$ 2,793.03	\$ 7,207	28%
324	Memberships	\$ 2,000	\$ -	\$ 175.00	\$ 1,825	9%
326	Advertising	\$ 600	\$ 305.52	\$ 305.52	\$ 294	51%
338	Staff Development	\$ 3,600	\$ 247.50	\$ 3,168.21	\$ 432	88%
	Furnishing	\$ -	\$ -	\$ -	\$ -	
339	Travel / Conferences	\$ 1,500	\$ 329.91	\$ 644.96	\$ 855	43%
396	Technology	\$ 9,000	\$ (13.43)	\$ 1,991.03	\$ 7,009	22%
399	Activity Supplies	\$ 3,000	\$ 1,270.42	\$ 478.18	\$ 2,522	16%
Supplies & Expenses Total:		\$ 30,650	\$ 2,541	\$ 9,628	\$ 21,022	31%
Collection						
395	Books	\$ 70,500	\$ 6,378	\$ 28,667	\$ 41,833	41%
397	Periodicals	\$ 4,900	\$ 656	\$ 2,770	\$ 2,130	57%
398	Audio-Visual	\$ 8,000	\$ 175	\$ 2,353	\$ 5,647	29%
	Digital Resources	\$ 1,300	\$ -	\$ -	\$ -	
Collection Total:		\$ 84,700	\$ 7,209	\$ 33,790	\$ 50,910	40%
Fixed Charges						
510	Workers Comp	\$ 1,600	\$ -	\$ -	\$ 1,600	0%
511	Public Liability	\$ 1,400	\$ -	\$ -	\$ 1,400	0%
513	Public Officials	\$ 1,800	\$ -	\$ -	\$ 1,800	0%
517	Property Insurance	\$ 3,000	\$ -	\$ 3,568	\$ (568)	119%
519	Unemployment	\$ -	\$ -	\$ -	\$ -	
532	Occupancy Agreement	\$ 90,000	\$ 7,500	\$ 37,500	\$ 52,500	42%
Fixed Charges Total:		\$ 97,800	\$ 7,500	\$ 41,068	\$ 56,732	42%
812	Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -	
829	Other Repair and Improvements	\$ -	\$ -	\$ -	\$ -	
Capital Expenses Total:				\$ -		Remaining
Total Expenditures		\$ 1,408,949	\$ 103,039	\$ 648,302	\$ 760,647	54%
						%of Year Completed
						42%



2026 HOLIDAYS AND CLOSURES

Topic: Library schedule for holidays and closures. Library adopts the same holidays as the city.

Recommendation: Motion to approve the holiday and closure schedule as presented.

Background: The closures are based on the library's traditional approach to holidays, including when holidays fall on weekends. Sunday hours will begin the first weekend of October and end the weekend before Mother's Day in May. Hours remain the same: 10 a.m. to 8 p.m. Monday-Thursday. 10 a.m. to 6 p.m. Friday. 10 a.m. to 3 p.m. Saturday. 11 a.m. to 3 p.m. Sunday.

January 1—New Year's Day

January 19, 2026—Martin Luther King Jr. Day

April 3, 2026—Good Friday

April 5, 2026—Easter Sunday

April 27, 2026 – Bi-Annual Staff Training Day

May 25, 2026—Memorial Day

July 4, 2026—Fourth of July

September 7, 2026—Labor Day

October 12, 2026—Bi-Annual Staff Training Day/Indigenous Peoples Day

November 26—29, 2026—Thanksgiving / Day after Thanksgiving
(11/28 and 11/29 will be an unpaid closure)

December 24—27, 2026—Christmas Holidays
(12/26 and 12/27 will be an unpaid closure)

December 31, 2026—New Year's Eve

DIRECTOR'S REPORT

Library Board of Trustees

Summer Reading Program

The 2025 Summer Reading Program – Color Our World – runs June 5 to August 1. The launch party on June 5 was a big success. Attendance was 1,382. We had a petting zoo at the park. Sign-up stations, prizes and activities were held in the building. The crowd size posed challenges. There were lines of people waiting to register, and the building was hot and crowded. We're considering how we can make better use of limited space for next year.



Building Information

For those of you interested in the process and various aspects of facility planning, here's a good online resource specific to Wisconsin: <https://sewilibraries.org/library-buildings-spaces-2>.

You'll find webinars, documents and links to other sites. There's also some information about grants and new facility projects worth hopping in the car and touring. Look for the webinar specifically for library trustees called Making Sense & Cents of a Library Building Project: The Library Trustee Role. There's also a recorded session about using community engagement during design stages.

Marquette University has partnered with a new public charity called CharityEZ. It's a database that helps organizations search, sort and identify funding sources. Libraries have the opportunity to use this service for free. Community members can use the service without charge if they access it through the library.

Circulation trends

Circulation is trending downward at our library and in libraries throughout our IFLS system. Meanwhile, program attendance, visits and other library use (meeting rooms, for example) is growing. Interesting data from the American Library Association: 23 percent of Gen Z and millennials who visited libraries in 2022 (study year) don't even identify as readers. That same study noted the impatience of this age group in terms of putting books on hold (physical and digital) and waiting for their turn. About 75 percent of them consider waiting one week is "long."

We're studying the data, researching strategies and implementing them. We have a staff member going to workshops on circulation trends, and we're making changes based on our past experience and research. We'll have a presentation on the topic later this summer or early fall.

Director's reports

If there is additional information, data or statistics that Trustees would like to see in the director's reports, please let President Berning or staff know.

Popular events in May

- 155 people attended the National Science Foundation 75th Anniversary event that featured astronaut Duane Carey.
- 500 kids participated in the library's scavenger hunt, which is designed to help them explore the space, understand the library's layout and see where different resources are located.
- 200+ young kids completed our self-directed craft activities.
- This year's community expo at the high school had fewer attendees than previous years: 1,500. That Sunday was the among the handful of warm, sunny days this spring. No doubt people were enjoying the weather. The library had a second booth this year to support the Golden Rule Initiative.
- We interacted with 115 people at the school district's literacy night.

Program Statistics for May

May			
Overview			
Programs		Participants	
Total	56	Total	3389
Young Child (0-5)	18	Young Child (0-5)	496
Child (6-11)	8	Child (6-11)	729
Young Adult (12-18)	5	Young Adult (12-18)	41
Adult (19+)	13	Adult (19+)	155
General Interest (all ages)	12	General Interest (all ages)	1968
Self-directed activity	14	Self-directed activity	263

Year In Review			
Totals			
Programs		Participants	
Total	251	Total	9019
Young Child (0-5)	87	Young Child (0-5)	1907
Child (6-11)	39	Child (6-11)	3051
Young Adult (12-18)	28	Young Adult (12-18)	265
Adult (19+)	64	Adult (19+)	702
General Interest (all ages)	33	General Interest (all ages)	3094
Self-directed activity	99	Self-directed activity	4482

Hudson Area Public Library Statistics Summary

May-25

Circulation											
Comparisons YTD			Comparisons by Month			Library Visitors YTD					
2024	2025		2024	2025		2024	2025	2024	2025		
Physical Materials:	77,533	186,120	Physical CKO	11,433	13,703	40,174	41,241				
Digital Materials:	31,457	72,972	Check-ins	11,176	10,701	Monthly Visitors					
Total All Circulation:	108,990	259,092	Renewals	3,698	3,105	2024	2025				
% Physical Materials	71.14%	71.8%	Total Physical Circ	15,131	16,808	7,152	8,276				
% Digital Materials	28.9%	28.2%	Digital Circulation	6,327	6,372						
			Total Circulation	21,458	23,180						
New Patrons YTD			New Patrons by Month			Cardholders					
2024	2025		2024	2025		Jan. 1 2025	10,478				
657	612	120	95	2	10	Current	10,205			**	
Technology Use YTD			Meeting Room Use			Volunteer Hours					
2024	2025		2024	2025		Monthly	192				
Pharos	1,026	1,053	Monthly	198	231	Year to Date	589.25				
Wi-Fi	12,007	11,006	YTD	1,117	1131						
Year-to Date	13,033	12,059									
Programming											
YTD Programs			Monthly Comparisons								
2024	2025		2024	2025							
278	253		Programs Held	17							
			Young Child (0-5)	10							
			Child (6-11)	5							
YTD Program Attendance			YA (12-18)								
2024	2025		Adult (19+)	13	13						
9,593	4,219		Drop-in	5	13						
			Totals:	58	58						
Self Directed Activities 2025			Attendance								
MTD	YTD		Young Child (0-5)	316							
15	100		Child (6-11)	894							
Self Directed Attendance 2025			YA (12-18)								
MTD	YTD		Adult (19+)	155							
494	4,713		Drop-in	2148							
			Totals:	3857	3554						

** reduction due to annual patron record cleanup

Hudson Area Public Library

Circulation Statistics		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date	
Check-outs		2018	13,266	12,994	16,153	14,102	15,400	19,450	18,509	17,830	13,527	13,869	13,289	11,439	179,828
	2019	14,754	13,485	15,567	13,828	12,865	16,711	18,359	16,262	12,420	13,610	12,570	10,826	171,257	
	2020	13,321	12,959	7,285	990	3,005	3,496	8,169	9,461	8,752	8,613	8,736	8,225	93,012	
	2021	8,636	9,333	11,147	9,429	7,955	13,175	12,805	11,320	6,425	3,423	3,548	3,374	100,570	
	2022	6,666	6,908	9,020	8,699	8,052	13,128	13,582	14,057	9,615	10,421	9,660	8,741	118,549	
	2023	11,473	10,028	12,934	10,398	9,524	13,887	14,631	13,859	10,567	10,667	10,271	8,117	136,356	
	2024	11,986	11,592	12,448	12,125	11,433	14,623	14,250	13,340	9,679	11,011	10,614	9,420	142,521	
	2025	11,211	11,156	9,818	10,134	10,598								52,917	
Check-ins		2018	12,303	12,771	15,258	14,669	14,220	17,791	18,773	18,539	14,420	14,490	13,087	11,980	178,301
	2019	13,108	13,381	15,053	14,514	13,619	13,745	18,230	17,816	13,092	13,836	12,354	12,308	171,056	
	2020	12,297	12,798	6,163	232	3,567	5,104	7,995	6,777	7,931	7,422	6,380	5,812	82,478	
	2021	6,064	6,930	8,246	9,436	8,539	10,618	11,893	12,201	7,124	5,405	5,279	4,864	96,599	
	2022	4,913	6,637	8,532	8,441	8,527	10,608	13,493	13,034	10,594	9,873	10,430	9,382	114,464	
	2023	9,634	10,019	12,031	11,008	10,680	11,037	13,948	14,976	11,538	10,824	10,841	9,403	135,939	
	2024	10,293	10,814	11,570	12,872	11,176	13,099	14,573	13,792	10,548	11,008	10,730	10,303	140,778	
	2025	10,288	10,445	11,463	11,758	10,701								54,655	
Renewals		2018	5,371	5,333	8,729	6,698	6,807	7,936	6,803	5,884	5,275	5,090	4,693	4,589	73,208
	2019	4,850	4,521	5,202	5,155	4,378	4,506	4,506	6,292	5,414	4,557	4,896	4,637	4,666	59,074
	2020	4,192	4,058	2,404	92	84	805	3,344	3,071	3,219	3,319	3,219	3,324	31,788	
	2021	4,113	4,156	4,676	4,262	3,952	4,160	4,758	4,937	4,937	1,290	535	1,229	40,091	
	2022	2,405	2,658	3,760	3,475	3,558	3,571	4,362	4,184	3,466	3,466	3,758	3,575	42,098	
	2023	3,504	3,331	3,944	3,725	3,458	3,532	4,422	4,377	3,697	3,791	3,826	2,954	44,561	
	2024	3,509	3,377	3,791	3,574	3,698	3,671	4,463	4,031	3,140	3,564	3,441	3,340	43,599	
	2025	3,325	3,285	3,778	3,096	3,105								16,589	
Total Physical Circulation		January	February	March	April	May	June	July	August	September	October	November	December	-	
	2018	18,637	18,327	24,882	20,800	22,207	27,386	25,312	23,714	18,802	18,959	17,982	16,028	253,036	
	2019	19,604	18,006	20,769	18,983	17,243	21,217	24,651	21,676	16,977	18,506	17,207	15,492	230,331	
	2020	17,513	17,017	9,689	1,082	3,089	4,301	11,513	12,532	12,071	11,832	12,060	12,101	124,800	
	2021	12,749	13,489	15,823	13,691	11,907	17,335	17,563	16,257	7,715	3,958	4,777	5,397	140,661	
	2022	9,071	9,566	12,780	12,174	11,610	16,699	17,944	18,241	13,081	14,179	13,235	12,067	160,647	
	2023	11,473	14,923	16,392	15,850	14,891	18,155	18,672	17,717	13,376	14,802	14,440	12,374	183,065	
	2024	15,495	14,969	16,239	15,699	15,131	18,294	18,713	17,371	12,819	14,575	14,055	12,760	186,120	
	2025	14,536	14,441	12,596	13,230	13,703								68,506	
2024-2025 Increase / decrease		(959)	(528)	(3,643)	(2,469)	(1,428)	(18,294)	(18,713)	(17,371)	(12,819)	(14,575)	(14,055)	(12,760)	(117,614)	
Digital Circulation		January	February	March	April	May	June	July	August	September	October	November	December		
	2018	3,625	3,424	3,781	3,455	3,531	3,589	3,890	3,737	3,591	3,539	3,433	3,536	43,131	
	2019	4,021	3,631	3,956	3,729	3,943	3,983	4,318	4,251	3,927	4,089	3,958	3,978	47,784	
	2020	4,213	3,911	4,316	4,914	5,044	5,034	5,041	4,704	4,471	4,359	4,150	4,273	54,430	
	2021	4,800	4,773	5,246	4,558	4,611	4,696	4,922	5,061	4,655	4,575	4,488	4,581	56,966	
	2022	5,245	4,172	5,000	4,742	4,811	4,971	5,104	4,998	4,673	4,723	4,641	4,482	57,562	
	2023	5,387	4,836	5,346	5,184	5,366	5,376	5,869	5,685	5,542	6,152	6,118	6,107	66,968	

2024	6,455	6,053	6,620	6,002	6,327	6,011	5,876	5,981	5,882	5,833	5,900	6,032	72,972
2025	6,919	6,115	6,595	6,263	6,372	(6,011)	(5,876)	(5,981)	(5,882)	(5,833)	(5,900)	(6,032)	32,264
<i>2024-2025 Increase / decrease</i>													(40,708)
Total Digital & Physical Circulation	21,455	20,556	19,191	19,493	20,075	-	-	-	-	-	-	-	100,770
% of Circulation Physical	67.8%	46.5%	66.6%	62.5%	57.8%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	159.4%
% of Circulation Digital	24.4%	20.3%	26.1%	24.3%	24.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	57.1%
Materials Statistics													
Items Borrowed	2025	3,060	2,953	2,159	2,767	2,555							13,494
Items Loaned	2025	4,343	3,751	5,328	4,521	3,400							21,343
Items Added	2025	608	509	473	600	431							2,621
Technology Use													
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	211	219	208	223	170	182	179	2,878
2024	200	190	204	220	212	206	201	218	208	225	193	170	2,447
2025	207	195	198	222	231								1,053
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	3,296	3,177	2,787	2,679	2,485	2,808	2,608	31,046
2024	2,527	2,405	2,323	2,251	2,501	2,431	2,681	2,540	2,239	2,384	1,943	2,078	28,303
2025	2,031	1,799	2,122	2,472	2,582								11,006
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	2	3	1	0	0	0	0	7
2024	0	-	-	-	2	1	4	3	4	2	2	2	20
2025	2	2	3	2	1								10
Patron Statistics													

		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
Visitors														
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	9,108	9,123	7,944	6,880	6,855	6,754	6,103	86,058
2024		8,364	7,931	7,898	8,829	7,152	10,843	10,604	9,962	7,291	8,505	7,782	7,028	102,189
2025		7,943	7,675	8,974	8,373	8,276								41,241
Monthly Average 2025		7,943	7,809	8,197	8,241	8,248	8,248	8,248	8,248	8,248	8,248	8,248	8,248	41,241
Days Open 2025		29	28	30	28	27								28
Daily Average 2025		274	274	299	299	307	#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
2022		88	98	94	107	124	222	144	114	96	73	96	50	1,306
2023		145	99	119	123	119	250	179	195	125	111	98	77	1,640
2024		163	131	125	118	120	204	146	126	95	101	109	79	1,517
2025		123	121	152	121	95								612
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	24	24	18	17	20	11	13	251

https://www.hudsonstarobserver.com/news/hudson-history-room-creates-walk-around-the-block-chronicling-the-citys-history-through-an-online/article_82accacc8-cfd0-42ee-9bf4-a0bb68d5b1f2.html

Hudson History Room creates 'Walk Around the Block,' chronicling the city's history through an online tour

Jack White

Apr 30, 2025



17 Nancy Toll, left, and Amy Thurston, right, work away in the Hudson Area Public Library's history room. The history room includes organized historical material on the Hudson area and is located on the second floor of the public library. Kaitlyn Doolittle/Star-Observer.

Hudson History Room garnered enough donation support to digitize its local newspaper archives, leading to the creation of 'Walk Around the Block,' an interactive online map showing how the city has changed over multiple centuries.

Clicking on 700 1st. St., for instance, reveals the library's current location — and the services and businesses that operated at the address before it, including a boxing arena from 1914 and a warehouse once used by Arrow Building Center (a lumber/building business) from 1919-1989.

Inside the library in modern times, Amy Thurston and Nancy Toll, both friends before this, work out of the Nancy L. Hawkinson History Room, taking in old artifacts from the area and organizing documents to help local history buffs like them learn more about Hudson. Thurston is the author of the group's Facebook page, regularly posting facts and photos relevant to the area.

Before digitizing, the library and the historical society offered archival searches by year via microfilm. Now, those wanting to find archived information can search for articles using keywords, which helped Thurston and Toll create the web guide. The newspaper information dates back to 1854 — before the local paper was called the Hudson Star-Observer.

On Wednesday, a patron stopped by to donate historic photos of the Town of Troy. Thurston and Toll looked over the images in the history room, which featured pictures of the old Hudson Toll Bridge and Elks Lodge Building on its walls.

To fund the digitization effort, patrons and history fans donated thousands of dollars. Russell Nicolet, of Nicolet Law, contributed \$5,000. Thurston herself put in \$2,000. Eight other people from the community also gave donations, raising the total to \$8,145.

To get to the necessary funding goal — a little more than \$10,000 — Friends of the Hudson Area Public Library made up the rest. Microfac, Inc. then had the money necessary to organize the newspaper records into Optical Character Recognition (OCR) documents.

The 'Walk Around the Block' is not fully complete. Thurston and Toll, who volunteer their time, have covered the west side of the downtown area between 700 block and Buckeye Street, and they are working their way back up the east side currently.

☞ The two pointed out the accessibility aspect of an online tour. People can still walk around the community and reference the map with a mobile device, but others with more limited mobility no longer have to walk the downtown area to see a tour showing its history.

Map Overview Back To Beginning

StoryMaps | Leaflet | © OpenStreetMap contributors, Imagery © Mapbox

Welcome to Hudson, Wisconsin - Walk Around the Block

https://en.m.wikipedia.org/wiki/File:Hudson,_Wisconsin_9.jpg

WALK AROUND THE LIBRARY BLOCK

Welcome to our first "Walk Around the Block" in downtown Hudson, Wisconsin. Our goal is to share some history of the Hudson downtown area and also ask our followers if they can recall past businesses and fill in any gaps we may have. Please enjoy this tour around the Hudson Area Public Library block between 1st and 2nd Streets in Hudson and Vine and Elm Streets. We hope to add more block tours soon!

[Start Exploring](#)

Part of the 'Walk Around the Block' tour, which is now available on the library's website. Find the rest of 'Walk Around the Block' at hudsonpubliclibrary.org/history-room/ under the interactive maps section.

"This allows everybody to be able to," Thurston said.

Find the Nancy L. Hawkinson room on the second floor (elevator available to those who need it) of the Hudson Library, open Monday through Thursday from 10 a.m.–8 p.m., Friday from 10 a.m.–6 p.m., Saturday from 10 a.m. to 3 p.m. and Sunday from 11 a.m. to 3 p.m. Both are closed on May 26 for Memorial Day. The history room is open to the public during the library's operating hours — just sign the guest book in the room when you arrive.

Jack White

https://www.hudsonstarobserver.com/news/hudson-libraris-current-location-named-permanent-home--and-expansion-is-now-authorized/article_8e800aad-dee3-4b2b-adf9-deedb84e1b98.html

FEATURED

PROMOTION

Hudson Library's current location named permanent home — and expansion is now authorized

Jack White

Apr 23, 2025



The Hudson Library from the outside. Photo: Jack White/Star-Observer.

On Monday, the Hudson City Council voted in favor of a resolution to name 700 First St. as the permanent location of the Hudson Area Public Library, authorizing the library board and library foundation to proceed with plans for expansion into its existing building — to help with fundraising support for the project.

Though the library will still need to present an outline for the expansion and garner funding, the department gains momentum on adding more space to a public service in need of that, according to a recent assessment.

The 2024 Community & Facility Needs Assessment of the library showed that the current space — without the expansion — is just over 19,000 square feet.

² However, it needs around double that (40,000 square feet) to meet community needs.

Library Director Shelley Tougas gave a presentation during a library board meeting in January of last year, which showed that the library could raise its total to approximately 27,000 square feet if the police department were to leave and the library department incorporated the vacant space.

Sam Cari, president of the Hudson Area Library Foundation, spoke during Monday's city council meeting, saying that if the measure didn't get approved, it could harm the demand for donations.

"We can't go to potential donors, institutions, other foundations; ask for money to support a \$17 million project, only to have four, five or six years from now, find that we're going to get moved out to the business park or some other location."

Council member Joy Knudson provided the one dissenting vote in the final tally for the approved resolution. Knudson said the decision to make the library the permanent location seemed rushed. Others argued this process has been years in the making, given the original plan for the building and its occupying services.

In 2010, the Hudson Police Department and the library started occupying the same building the two operate in today. The city had a plan for the police to move out after five years, which would lead to the library commandeering the rest of the space.

Today, the police still reside in the shared space, but soon it will have a new facility — at 1201 Hanley Road — which has given the city council a chance to move along in a process that's taken longer than originally anticipated.

Quick hits

- Mayor Rich O'Connor made annual proclamations for Arbor Day, which is April 26, and Pollinator Month, which is in May. Hudson Daybreak Rotary and other organizations will team up to plant trees over Arbor Day weekend as well as the weekend of May 2. Last year, Daybreak Rotary started a Slow Mow Summer event — as opposed to Slow Mow May — to protect pollinators.
 - The Hudson Home & Garden Club submitted an application to plant an Elm Tree in Lakefront Park to help replace the lost trees from the previous year's storms, which the council approved on the consent agenda.
 - The Hudson City Council hosts its next regular council meeting on May 5.
-

Jack White

https://www.hudsonstarobserver.com/news/open-book-an-activity-packed-space-event-enters-hudson-librarys-orbit-on-may-10/article_91c9dbab-4cad-4962-8fb2-5eb51f91c19d.html

Open Book: An activity-packed space event enters Hudson Library's orbit on May 10

Shelley Tougas | Hudson Library Director

May 5, 2025



Before orbiting the Earth 165 times, astronaut Duane Carey had explored the planet's surface by hitchhiking, hopping trains and riding his dream motorcycle, a Suzuki he could afford only because he juggled a full-time job in high school.

Now, the 68-year-old adventurer is coming to the Hudson Area Public Library — presumably by car — on Saturday, May 10, as part of our National Science Foundation 75th Anniversary Celebration. This activity-packed family event runs from 10:30 a.m. to 12:30 p.m.

Carey, a Twin Cities native, attended the University of Minnesota after his post-high school travel adventures. He joined the Air Force, where he logged over 4,300 hours in 35 types of aircraft. In 1996, he was selected as an astronaut candidate by NASA. After two years of training, he worked on the technical side of NASA missions; then he piloted the space shuttle Columbia.

His Columbia crew serviced and upgraded the Hubble Space Telescope, a space-based observatory launched in 1990. The Hubble is positioned approximately 320 miles above Earth, giving scientists a clear view of space without the distorting effects caused by Earth's atmosphere.

Carey will share his personal and professional story during our Saturday celebration, which highlights the National Science Foundation's incredible work. The Foundation was formed with three main goals: promote the progress of science; advance the national health, prosperity and welfare; and secure the national defense.

Our event broadly focuses on "seeing what we can't see." Microwaves and X-rays, for example, are part of the electromagnetic spectrum, which is essentially invisible wavelengths of energy. The library will have a series of fun stations to demonstrate this concept and more.

⁸⁹ The activity stations include another special guest, NASA Solar System Ambassador Trena Johnson, who will show the James Webb Space Telescope and its infrared detectors.

Weather permitting, attendees can explore an outdoor kit with eclipse glasses, solar-filtered binoculars, a solar telescope and a Sunspotter. We'll also discuss light pollution and feature the NASA production "Asteroid Hunters" on the conference room screen.

The 3-D printer will be running models of the Chandra X-ray telescope. And staff will provide snacks, treat bags and prize giveaways.

Our librarians strive to simplify science and make it fun, an approach that makes our events perfect for the whole family.

Even Carey, an expert in aerospace engineering, sides with simplicity. He's flown 35 different aircraft — and a space shuttle. His favorite mode of transportation, though? A motorcycle.

Open Book is Hudson Area Public Library Director Shelley Tougas' Opinion Column with the Hudson Star-Observer. With her column, Tougas writes of happenings throughout the library and the general Hudson community. Please visit hudsonpubliclibrary.org for more.

Shelley Tougas is the director of the Hudson Area Public Library. People affiliated with area libraries, like Tougas, will now be running a column called "Open Book" in the Star-Observer each week.



Safety and Security

Patron Privacy

Approved by Board of Trustees:

Effective Date:

Revisions:

Purpose:

The purpose of this policy is to ensure patrons' rights to privacy are understood and protected by Hudson Area Public Library staff in accordance with Wisconsin Statutes. Additionally, the Hudson Area Public Library (the Library) supports the principle of freedom of inquiry for library patrons and intends for this policy to protect against the unwarranted invasion of the personal privacy of library users.

Form - Parent/Guardian Request for Access to Child's Library Record for [Accounts Not Linked](#)

Statutory Requirements

The relevant Wisconsin laws concerning the confidentiality of Library records are Wisconsin State Statutes Section 43.30 and the Wisconsin Personal Information Practices Law (Wisconsin State Statutes Sections 19.62—19.80).

Under section 43.40, Library records are those that indicate the identity of any individual who borrows or uses the Library's materials, resources or services. These records may only be disclosed under the following circumstances:

- With the consent of the individual Library user.
- To a custodial parent or legal guardian of a child under 16 years of age.
- To persons acting within the scope of their duties in the administration of the Library or Library system.
- To other libraries for interlibrary loan purposes.
- To a qualifying third party to assist with delinquent accounts. Under the provisions of the law, the Library may only disclose the patron's name, contact information, the number and type of materials that are overdue, and the amount owed to the Library.
 - A qualifying third party is either:
 - A collection agency
 - Law enforcement *if* the patron's delinquent account totals a minimum of \$50.
- By court order.
- Surveillance video. (See specifics under Video Surveillance.)

Under Wisconsin's Personal Information Practices Act (Sections 19.62 to 19.80), all state and local government organizations (including public libraries) are required to develop procedures to protect the privacy of personal information kept by the organization. Libraries (and all other government organizations) are required to develop rules of conduct for employees involved in collecting, maintaining, using, and providing access to personally identifiable information. Libraries are also required to ensure that employees handling such records "know their duties and responsibilities relating to protecting personal privacy, including applicable state and federal laws."

Records indicating the identity of Library users include the following:

- a patron's name
- physical image
- library card number

- telephone number
- street address, post-office box number or 9-digit extended zip code

Records held by the Library that include personally identifiable information about patrons may be included in records requested under Wisconsin's public records law. Personally identifiable information about library users *must be* redacted from any records that are publicly disclosed, except if the records are disclosed under one of the exceptions outlined in Section 43.30.

Rules for Library Staff

Library staff are not allowed to share information about use of Library resources and services by identified Library patrons except as necessary for the performance of their job duties and in accordance with procedures approved by the Library Director and/or Board.

In addition to exceptions noted above, Library staff must abide by the following rules:

- Requests for Library records or information about individual patrons must be referred to the Library Director or a Supervisor.
- If a person or persons' lives or safety is at risk, Library records may be released to appropriate officials without a court order (Attorney General's Nov. 26, 2006 Opinion).
- Parents or custodial guardians of children are financially responsible for their children's Library accounts until the child turns 18. However, Library staff *may not* grant parents or custodial guardians access to information contained in Library accounts of children ages 16 and older without the child's consent.
 - The requirements for information requests from custodial parents or guardians of children under the age of 16 are as follows:
 - Requestor must be the child's "custodial parent," defined as any parent other than a parent who has been denied periods of physical placement with a child under Statute 767.24(4).
 - Library staff will do the following:
 - Require identification from the custodial parent/guardian.
 - If the requestor is the parent or guardian listed on the child's Library record and the requestor resides at the same address, the staff may provide the requested information.

- If the requestor *does not* reside at the same address as the child, the staff will obtain a completed and signed “Request for Access to Child’s Library Record” form to help ensure that the requestor is indeed the child’s custodial parent or guardian and that the requestor has not been denied periods of physical placement with the child under s 767.24(4). The request must be approved or denied by the Library Director or Supervisor.

Court Orders

(Note: All search warrants are court orders, but not all subpoenas are court orders. Library staff may not disclose library records in response to a subpoena that is not a court order if those records indicate the identity of library users. A subpoena normally includes a number of days during which a response is required. Library staff should consult the Library System Director, City Attorney or City Administrator if clarification is needed.)

If a law enforcement officer or government agent brings a subpoena for patron records, staff should do the following:

- Notify the Library Director, or if the Director is not available, notify a supervisor.
- The City Attorney should be asked to review the subpoena. If the City Attorney identifies any legal defects, require that the defects be addressed before records are released.
- If appropriate, ask the City Attorney to draft a protective order to be submitted to the court keeping the requested information confidential and limiting its use to the particular case.

Video Surveillance

In an effort to maintain safety and security, certain public areas of the Library may be under continuous video surveillance and recording. Images from the Library surveillance system are

stored digitally on hardware in the library. It is the intent of the Library to retain all recorded images for approximately thirty days, or until image capacity of the system is reached. Then, the oldest stored images will be automatically deleted by system software to make room for new images. Typically, images will not be routinely monitored in real-time, nor reviewed by Library staff, except when specifically authorized by the Library Director or a Supervisor. While it is recognized that video surveillance will not prevent all incidents, its potential deterrent effect is an important tool. Additionally, the video may serve as a means to identify and prosecute criminal conduct.

Video surveillance data are considered to be protected public library records. State Statutes carefully define law enforcement officials' authority to view surveillance data, and the Library will cooperate with law enforcement officials as permitted by Wisconsin Statutes Chapter 43.30(5) in two specific circumstances:

- Upon the request of a law enforcement officer who is investigating criminal conduct alleged to have occurred at a Library supported in whole or in part by public funds, the Library shall disclose to the law enforcement officer all records pertinent to the alleged criminal conduct that were produced by a surveillance device under the control of the library.
- If a library requests the assistance of a law enforcement officer, and the director of the library determines that records produced by a surveillance device under the control of the library may assist the law enforcement officer to render the requested assistance, the library may disclose the records to the law enforcement.

Patron Records

The Library avoids creating unnecessary records and retaining records longer than needed for the purpose of serving the public.

Records: obtaining a Library card

To receive a Library card, patrons must provide identifying information such as name, date of birth, photo identification and address. The physical application for a card must be shredded after the account is created. The identifying information is retained as long as the patron uses the card. The Library's software prompts staff to annually confirm patrons' addresses. Patrons' residencies are linked to Library funding and must be reported accurately to the Library system. Account information will be deleted after three years of non-use of the card.

Records: circulation

A circulation record includes the patron's identification (described above), items checked out or on hold, and overdue materials with associated fines/fees. Returned items are removed from the patron's list of checked out items unless there is a fine/fee attached to an item. Fine/fee amounts are saved. However, the Library software saves patron information related to an item's last checkout for 90 days.

Records: technology lending agreement

To check out tech-related items from the Library of Things, patrons must complete a technology lending agreement. The agreement must be renewed annually. Expired agreements are shredded.

Other records

Patron information may be obtained to provide certain services or resources. These include, but are not limited to, the following: interlibrary loan requests, program/class registration, meeting room reservations, emails/text messages to staff regarding Library resources, requests for reconsideration of library materials, volunteer applications and forms. The information is purged when no longer needed to fulfill the service requests.

Emails sent to the Library and/or Library staff may be subject to the requirements of Wisconsin's Public Records Law (Wisconsin Statutes Sections 19.31 to 19.37).

Personally identifying information in emails sent to the Library and/or Library staff will not be made public unless required by law.

Wireless Access

The Library offers free wireless access (Wi-Fi) for Library patrons to use with their own mobile devices. The public wireless connection is not secure, and information could possibly be accessed. Patrons should exercise caution and not transmit personal or financial information via unsecured networks.

FORM: Parent/Guardian Request for Access to Child's Library Record for Accounts Not Linked

Released information will include:

- Items currently checked out to child with due dates
- Overdue items
- Fines/Fees due to the library

From a child safety perspective, the Library **will not** disclose the child's address, phone number and age, as any legal guardian should possess this information.

Date of Request _____

Requestor Name _____

Address _____

Phone No. _____

Child's name _____

Address _____

Requester's Relationship to child _____
(court appointed, joint custodial, custodian guardian, other)

I am requesting the Library record of my child as the legal guardian of that child.

Signature _____ Date _____

Request approved by director/supervisor: _____/Date _____

Request denied by director/supervisor: _____/Date _____

Reason for denial: _____

STAFF:

- ✓ Attach copy of requestor's identification
- ✓ Attach copy of document used to verify guardianship
- ✓ Attach copy of the records provided to requestor