



**Hudson Area Public Library
Library Board of Trustees
Meeting Minutes
October 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, Barb Peterson, Gerry Klecker, Bryan Wells, Sammi Dittloff, Jim Dalluhn, Bill Fehrenbach, Chad Wiertzema

Board members absent: Rich O'Connor

Staff: Jamie Smith, Shelley Tougas

Visitors: Cecelia Cole (zoom)

- 2. Citizen Comments**

None

- 3. ACTION ITEM: Approval of Consent Agenda Items**

Motion by Wells to approve consent agenda items a-d

Second by Peterson

Vote Taken: MOTION CARRIED - 8 Ayes/0 Nays

Note: Berning changed the agenda order due to speaker Cole's timeline and his early departure from the meeting.

- 4. Presentations**

Friends of the Library: None

Foundation: Klecker reported that they are working on finalizing the annual appeal. Klecker said the Foundation is focused on raising funds for programs, collections and capital projects—not for operations.

- 5. Updates/Reports**

President: Berning reported that county funding passed at 100%

City of Hudson: Tougas reported that the city budget meeting is coming up

School district: Dalluhn stated that school board made a tough decision regarding school closures and is moving forward

6. Committee Updates

Policy and Personnel: Peterson reported that they met and are bringing forward two policies for review and approval by the board. One additional policy requires the board's thoughtfulness and input. Also the committee is working on the 360-degree review process for Tougas's annual performance evaluation.

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

8. PRESENTATION: e-materials, Cecelia Cole, Resource Sharing & Collection Consultant, IFLS

Cecelia Cole presented on e-materials, their high demand, their high cost, and the system's struggle to keep up with patron wait lists. There are over 900,000 holds on Wisconsin's e-collection over 15 library systems. Libraries struggle with licensing challenges, pricing, and limited funding. To help keep wait lists under control, the Wisconsin Public Library Consortium set a 10 holds / 10 checkouts limit on e-books.

7. Director's Report

The written report was presented by Tougas. This report can be found in the LBOT packet dated 10/21/2025.

9. REPORT: Staff Development, Jamie Smith

Smith gave an overview of accumulated staff development that many of the Library's full-time and part-time staff have taken part in over the last two years. Classes cover a variety of subjects and vary in length. Staff take notes and share them with all coworkers afterwards so that the knowledge gained has a bigger impact to the Library.

14. DISCUSSION AND POTENTIAL ACTION ITEM: Joint meeting with HALF

Berning recommends a joint meeting with LBOT and HALF in April, perhaps the 25th, to discuss what's going on and share ideas.

Berning turned the meeting over to Wells at 8pm.

10. DISCUSSION AND POTENTIAL ACTION ITEM: Institutional Library Cards Policy

Peterson reported that PPC reviewed this policy and passed it along for approval.

Motion by Peterson to approve the Institutional Library Cards Policy

Second by Dalluhn

Discussion: None

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

11. DISCUSSION AND POTENTIAL ACTION ITEM: Internet and Wifi Use Policy

Peterson reported that PPC reviewed this policy and passed it along for approval.

Motion by Peterson to approve the Institutional Library Cards Policy

Second by Wiertzema

Discussion: None

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

12. DISCUSSION AND POTENTIAL ACTION ITEM: Revocation of Privileges Appeal Policy

This is tabled for a future agenda item due to questions raised about privacy and patron confidentiality

13. DISCUSSION AND POTENTIAL ACTION ITEM: Meeting and Study Room Policy

Peterson raised the issue of whether meeting rooms should be reservable for private use, or if all meetings must be open to the public. Members of the board agree that meetings can be private. PPC will discuss this further and bring it back to a future meeting for approval.

15. DISCUSSION AND POTENTIAL ACTION ITEM: 2026 Budget

Tougas reported that the budget continues to be refined. The city will be in a tight spot for a while and we need to advocate for full funding for the Library. The city's budget vote will be in November.

16. Future agenda items:

Meeting and Study Room Policy

Revocation of Privileges Appeal Policy

17. Adjourn:

Motion to adjourn at 8:33pm by Wiertzema

Second by Peterson

Vote Taken: MOTION CARRIED – 7 Ayes/0 Nay

Respectfully submitted,

Jamie Smith