



**Hudson Area Public Library**  
**Policy & Personnel Committee**  
**Meeting minutes**  
**July 9, 2025 – 4 p.m.**

1. Called to order at 9:06 a.m. by Barb Peterson. Roll Call, Certification of Compliance with Open Meeting Laws and Public Records Laws, Introduction of Visitors and Staff  
 Members present: Peterson, Fehrenbach, Dalluhn  
 Members absent: none  
 Staff present: Tougas, Smith
  
2. **ACTION ITEM:** Approve Agenda  
 Motion by Fehrenbach to approve agenda  
 Second by Dalluhn  
**Motion carried – 3 Ayes/0 Nays**
  
3. **ACTION ITEM:** Approve prior meeting minutes (Feb. 3, 2025)  
 Motion by Fehrenbach to approve minutes from prior meetings.  
 Second by Dalluhn  
**Motion carried – 3 Ayes/0 Nays**
  
4. **ACTION ITEM:** Closed Session pursuant to Wisconsin Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. *Staff promotion and compensation*  
 Motion by Dalluhn to go into closed session at 4:04pm  
 Second by Peterson  
**Roll Call Vote**  
**Ayes: Peterson, Fehrenbach, Dalluhn**  
**Nays: none**  
  
**RECONVENE IN OPEN SESSION**  
 Peterson reconvened the meeting in open session.  
 Vote Taken: MOTION CARRIED - 3 Ayes/0 Nays
  
5. **DISCUSSION AND POTENTIAL ACTION ITEM:** Review of proposed 2026 budget  
 PPC members support the proposed 2026 budget
  
6. **DISCUSSION AND POTENTIAL ACTION ITEM:** Director evaluation process  
 PPC members agree they will work on a job description for the director and have it updated by end of year. Smith and Peterson will draft methodology for a 360-degree review process.
  
7. **FUTURE AGENDA ITEMS:**  
 Gifts and Bequests Policy

8. **ADJOURN**

Motion by Fehrenbach to adjourn

Second by Dalluhn

**Motion carried – 3 Ayes/0 Nays**

The meeting was adjourned at 4:58p.m.

Respectfully Submitted,

Jamie Smith