



**Hudson Area Public Library
Library Board of Trustees
Meeting Minutes
December 16, 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 (zoom), Jim Dalluhn, Bill Fehrenbach

Board members absent: Rich O'Connor, Chad Wiertzema

Staff: Jamie Smith, Shelley Tougas

Visitors: none

- 2. Citizen Comments**

None

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

Motion by Fehrenbach to approve consent agenda items a-d

Second by Wells

Discussion: none

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

- 4. Presentations**

Friends of the Library: Tougas reported that there is no December Friends meeting. Grant dollars will be coming in for the conference she and Saifullah attended.

Foundation: Klecker reported that they are in the analysis phase of the potential library building campaign, and more will be covered regarding this later in the meeting.

- 5. Updates/Reports**

President: none

City of Hudson: none

School district: none

- 6. Committee Updates**

Policy and Personnel: Peterson reported that they met and are bringing forward two policies for review and approval by the board.

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

7. Director's Report

The written report was presented by Tougas. This report can be found in the LBOT packet dated 12/16/2025.

8. DISCUSSION AND POTENTIAL BOARD ACTION: Library Room Policy

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

Motion by Peterson to approve the Library Room Policy

Second by Fehrenbach

Discussion: Berning requests that part of the policy be amended to allow political groups to be able to use library rooms with any caveats clearly explained.

Motion by Wells to send this policy back to PPC for editing.

Second by Klecker

Vote Taken: MOTION CARRIED - 6 Ayes/0 Nays/1 Abstention (Fehrenbach)

9. DISCUSSION AND POTENTIAL BOARD ACTION: Library Card Policy

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

Motion by Peterson to approve the Library Card Policy

Second by Fehrenbach

Discussion: Confirmation was made that this policy follows state statutes

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

10. DISCUSSION AND POTENTIAL BOARD ACTION ITEM: Finance committee recommendation regarding unspent personnel funds and transfer to programming and/or technology.

Motion by Peterson to approve the authorization of Tougas to move up to the remaining amount left in personnel to the programming and/or technology budgets.

Second by Dalluhn

Discussion: Tougas explained that these surplus personnel funds will be used for other purchases this year that fall under programming and technology. The library will not be using the reserves any longer. Board requested that staff be recognized because unspent personnel funds reflect extra work for staff due to not scheduling substitutes.

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

11. DISCUSSION AND POTENTIAL BOARD ACTION: Authorizing the Foundation to proceed with architectural firm for schematics and initial design concepts.

Motion by Klecker to give the Foundation authorization for hiring an architectural firm.

Second by Peterson

Discussion: Communication is essential going forward between the Foundation and the Board.

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

12. DISCUSSION AND POTENTIAL BOARD ACTION: Use of unrestricted funds for early phase architectural work.

NO ACTION TAKEN. It is the chair's prerogative to move this to the next meeting.

13. DISCUSSION AND POTENTIAL BOARD ACTION: Foundation's building project committee

Motion by Klecker to authorize the formation of a building project committee

Second by Peterson

Discussion: Details were discussed on how the committee should be formed and who should be appointed to represent different important groups.

Motion by Peterson that the Library Board of Trustees supports the formation of the Foundation's library project management committee

Second by Klecker

Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays

14. ACTION ITEM: CLOSED SESSION

Motion by Fehrenbach to go into closed session at 8:18 p.m.

Second by Dalluhn

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. *Director evaluation and compensation.*

Roll call vote:

Yays: Berning, Peterson, Klecker, Wells, Dittloff, Dalluhn, Fehrenbach

Nays: None

15. RECONVENE IN OPEN SESSION:

Motion by Dalluhn to resume open session at 8:30 p.m.

Second by Wells

Roll call vote: Berning, Peterson, Klecker, Wells, Dittloff, Dalluhn, Fehrenbach

Nays: None

16. POTENTIAL BOARD ACTION: Director compensation

No Action Taken: Compensation will be the budgeted 4% increase.

17. Future agenda items:

None

18. Adjourn:

Adjournment at 8:36 p.m. by consensus

Respectfully submitted,

Jamie Smith

Hudson Area Public Library ... books are just the beginning