



Hudson Area Joint Library Board of Trustees
APPROVED Meeting Minutes
July 19, 2016, 6:30 PM
Hudson Area Public Library
700 First Street, Hudson WI

1. Meeting called to order at 6:34 by Rich O'Connor
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests

Library board present: Rich O'Connor, Barb Peterson, Dave Ostby, Marion Shaw, Jim Schrock, Jill Burchill, Katie Copenbarger ***Absent: Curt Weese, Dave Ostby***

Library Staff present: Tina Norris, Director

Others present: Joyce Law, Friends of the Hudson Area Library

3. **ACTION ITEM:** Approval of Consent Agenda Items
 - a. *Approve meeting Agenda*
 - b. *Disposition of Minutes from June 8, 2016 Board meeting and of any intervening special meetings*
 - c. *Finance Committee report (remove)*
 - d. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2016 Budget vs. Actual to Date*
 - e. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2016 budget*
 - f. *Discussion and possible action on 2015 and 2016 budget comparison*

ACTION TAKEN:

Peterson moved to have the Finance Committee report removed and made a part of regular agenda; Burchill second; Vote taken: **UNANIMOUSLY APPROVED**

Motion by Peterson to approve revised consent agenda; second by Schrock. Vote taken: **MOTION APPROVED**

4. Citizen comments: no comments
5. Presentations by supporting organizations
 - a. Friends of the Library: Joyce Law updated on the FOL; Family Fresh receipts \$130,206 need \$20,000. There were 5-6 FOL members helping @ Ice Cream Social; In bookstore news, the non-fiction is overflowing non-fiction; there will be a ½ off summer sale for the month of August.
 - b. Library Foundation: No report.
6. **ACTION ITEM:** President's comments, reports, and requests for action:

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where the community gathers and knowledge flows freely.***



- a. Municipalities presentations update, discussion, and possible action. No funding increases by municipalities expected. Brief discussion on budget assumptions.
- b. County Board update, discussion and possible action. County Administrative committee has recommended funding the Hudson Area Joint Library at 70% and all other libraries in the county at 100%.

ACTION TAKEN: No action required.

7. **ACTION ITEM:** Director's Report, Statistics, and requests for action
 - a. Presentation of report
 - b. Presentation of statistics
 - c. Strategic Plan update
 - i. Communications and Marketing Plan (Presentation postponed)

ACTION TAKEN: No action required

8. **ACTION ITEM:** Personnel and Policy Committee Report

ACTION TAKEN:

- a. Recommendation and request for action regarding new, revised, and /or reviewed policies.
 - b. Collection Development Policy: Recommend approval; Peterson moves to recommend; second by Copenbarger. No discussion; **UNANIMOUS APPROVAL**
 - c. Library Card and Circulation Policy: Peterson moves to approve as revised; second by Shaw; No discussion; **UNANIMOUS APPROVAL**
 - d. Patron Responsibility and Conduct Policy: Motion by Peterson to approve as revised; second by Burchill. **UNANIMOUS APPROVAL**
9. Other business: hold off until the full board is available
 - a. Board Orientation Part II (Postponed until September meeting)
 10. Finance committee report
 - a. Burchill reported that the Finance Committee has begun reviewing budget recommendations and will present their recommendation at the August meeting.
 - b. Burchill noted that the Finance Committee would like the Personnel & Policy Committee to review 2017 salary recommendations.

11. Board comments and items for future agendas

12. **ACTION ITEM:** Adjournment

ACTION TAKEN: Motion to adjourn by Shaw; second Burchill. Vote taken: **UNANIMOUS APPROVAL**

Respectfully Submitted,

Tina L. Norris

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Director

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