

**Library Board of Trustees
Meeting Agenda
Sept. 20, 2022 at 6:30 p.m.
Hudson Area Public Library
700 1st Street, Hudson WI 54016**

LBOT Finance Committee and Board of Trustees
Time: Sep 20, 2022 06:15 PM Central Time

Join Zoom Meeting
<https://us02web.zoom.us/j/86294770468?pwd=QnJHZlJzdZuTGRXOEExUVV2THFQQT09>

Meeting ID: 862 9477 0468
Passcode: 138643

Find your local number:
<https://us02web.zoom.us/j/86294770468?pwd=QnJHZlJzdZuTGRXOEExUVV2THFQQT09>

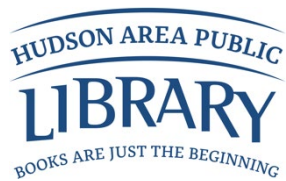
1. Call to order, roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.
2. Citizen Comments
3. **ACTION ITEM: Approval of Consent Agenda Items**
 1. *Approve meeting Agenda*
 2. *Disposition of Minutes from the prior board meeting and of any intervening special meetings.*
 3. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2022 Budget vs. Actual to Date*
 4. *Discussion and possible action on regularly recurring expenditures that are within the Board-approved 2022 budget*
 5. *Discussion and possible action on 2021 and 2022 budget comparison*
4. **Presentations:**
 1. *Friends of the Library*
 2. *Library Foundation*
5. **President's comments, reports, and municipal updates**
 1. *St. Joseph update*
 2. *Town of Hudson update*
 3. *Village of North Hudson update*
 4. *City of Hudson updates*
 5. *Hudson School District updates*
6. **Committee updates and potential discussion on topics within the committee's charter**
 1. *Policy and Personnel*
 2. *Finance*
7. **Director's Report**
 1. *Presentation of monthly report and statistics*
 2. *Director's report & update*
8. **PRESENTATION AND DISCUSSION** – 1,000 Books Before Kindergarten
9. **DISCUSSION AND POTENTIAL ACTION** – Remote participation and voting

- 10. DISCUSSION AND POTENTIAL ACTION** – Policy and Personnel Committee Charter
- 11. DISCUSSION:** Director evaluation
- 12. DISCUSSION:** Dissolution update
- 13. DISCUSSION AND POTENTIAL ACTION** – 2023 budget and funding plan work session
- 14. FUTURE AGENDA ITEMS**
- 15. ACTION ITEM:** Adjournment

Next meeting: October 18, 2022

Board of Trustees Members: Paul Berning (President), Susan Blank, Kimberly Osterhues, Rich O'Connor, Kristine McCarthy (Vice President), Barbara Peterson, Bryan Wells and Tracy Whiteley. Emailed to Joint Municipalities, Board Members, and media the week of Sept. 12, 2022.

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
August 16, 2022**

- 1. Call to order at 5:35 p.m. by 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 (President), Susan Blank (joined at 5:40 p.m.), Rich O'Connor, Barbara Peterson, Bryan Wells, Tracy Whiteley
Absent: Kim Osterhues, Kristine McCarthy (Vice President)
Staff: Shelley Tougas, Madeline Page
Visitors: Joyce Law (Friends of the Library)

- 2. Citizen Comments – None**

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

Motion by O'Connor to approve consent agenda
Second by Whitely

Discussion: Peterson suggested consent agenda approval motion be made by a member of the Finance Committee, which signifies they've reviewed the financial information prior to the board meeting.

Vote Taken: MOTION CARRIED – 6 Ayes/0 Nays

- 4. Presentations:**

Friends of the Library: Joyce Law reported the Friends are now adding library calendars to the backpacks/Backpack Program.

Hudson Area Library Foundation: Peterson reported the donor recognition event is on hold.

- 5. President's comments, reports, and municipal updates**

President: no update

Town of Hudson: no update

Village of North Hudson: no update

Town of St. Joseph: Peterson reported town board members stated the vote to dissolve was in the best interest of the library.

City of Hudson: O'Connor reported the city is waiting for information from the Department of Revenue regarding the dissolution.

Hudson School District: no update

6. Committee updates

Policy and Personnel: Peterson is drafting an evaluation form.
Finance, Building OA, Facility: no update

7. Director's Report

The director's written report was presented.

8. Presentation and discussion:

Tougas did a presentation about the library's YouTube channel and virtual programming.

9. ACTION ITEM: 2023 funding requests

Motion by Whiteley to seek the 3-year-average from partners for 2023

Second by Blank

Amendment by Whiteley to seek 3-year-average or same funding as 2022, whichever is greater, from the partners for 2023

Second by Peterson

Discussion: None

Vote Taken: AMENDMENT CARRIED – 6 Ayes/0 Nays

Vote Taken: MOTION AS AMENDED CARRIED – 6 Ayes/0 Nays

10. ACTION ITEM: FINANCE COMMITTEE CHARTER

Motion by Whiteley to approve the charter

Second by O'Connor

Amendment by Peterson to include bylaw language at the end of the charter

Second by O'Connor

Discussion: None

Vote Taken: AMENDMENT CARRIED – 6 Ayes/0 Nays

Vote Taken: MOTION AS AMENDED CARRIED – 6 Ayes/0 Nays

11. DISCUSSION AND POTENTIAL ACTION ITEM: FINANCE COMMITTEE RECOMMENDATIONS: FUNDING OPTIONS, BUDGET

No action.

Vote Taken: AMENDMENT CARRIED – 6 Ayes/0 Nays

Vote Taken: MOTION AS AMENDED CARRIED – 6 Ayes/0 Nays

12. FUTURE AGENDA ITEMS

Remote participation/voting, director evaluation distribution

13. ACTION ITEM: Adjournment

Motion by Peterson to adjourn at 6:47 p.m.

Second by O'Connor

Discussion: None

Vote Taken: MOTION CARRIED – 6 Ayes/0 Nays

Respectfully Submitted,
Shelley Tougas

Monthly Expenditure Statement
August 31, 2022
Hudson Area Public Library

Acct Code	Object Description	Budget w/ grants	MTD	YTD	Balance	%YTD
240-55111	Library					
Personnel						
121	Full-Time	\$ 244,170	\$ 18,834	\$ 159,736	\$ 84,434	65%
125	Part-Time	\$ 311,249	\$ 20,326	\$ 164,799	\$ 146,449	53%
151	FICA	\$ 42,490	\$ 2,910	\$ 24,134	\$ 18,355	57%
152	WRS	\$ 26,763	\$ 2,041	\$ 17,247	\$ 9,516	64%
154	Health Insurance	\$ 91,400	\$ 6,487	\$ 60,332	\$ 31,068	66%
Personnel Total:		\$ 716,071	\$ 50,599	\$ 426,248	\$ 289,823	60%
Contractual Services						
212	Legal Services	\$ -	\$ -	\$ 1,220.00	\$ (1,220)	
213	Professional Services	\$ 14,700.00	\$ 1,146.00	\$ 9,168.00	\$ 5,532	62%
216	IFLS Ops	\$ 47,500.00	\$ -	\$ 47,468.00	\$ 32	100%
217	IFLS Courier	\$ 3,500.00	\$ -	\$ 3,280.00	\$ 220	94%
225	Telephone	\$ 4,500.00	\$ 345.70	\$ 2,680.58	\$ 1,819	60%
249	Contract Maint.	\$ 400.00	\$ -	\$ 414.90	\$ (15)	104%
294	Programming: Adults	\$ 7,000.00	\$ 365.00	\$ 3,461.49	\$ 3,539	49%
295	Programming: Children	\$ 20,000.00	\$ 1,915.81	\$ 16,141.43	\$ 3,859	81%
298	Maint. Agmts / Leases	\$ 10,000.00	\$ 3,627.54	\$ 6,359.95	\$ 3,640	64%
299	Other Contract Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services Total:		\$ 107,600.00	\$ 7,400.05	\$ 90,194.35	\$ 17,405.65	84%
Supplies & Expenses						
311	Postage	\$ 850	\$ 21	\$ 408	\$ 442	48%
312	Office Supplies	\$ 10,000	\$ 572	\$ 5,767	\$ 4,233	58%
324	Memberships	\$ 250	\$ -	\$ 330	\$ (80)	132%
326	Advertising	\$ -	\$ 782	\$ 1,000	\$ (1,000)	0%
338	Staff Development	\$ 1,500	\$ -	\$ 778	\$ 722	52%
339	Travel / Conferences	\$ 250	\$ -	\$ 350	\$ (100)	140%
396	Technology	\$ 8,000	\$ 108	\$ 4,447	\$ 3,553	56%
399	Activity Supplies	\$ 1,500	\$ -	\$ 1,555	\$ (55)	104%
Supplies & Expenses Total:		\$ 22,350	\$ 1,483	\$ 14,634	\$ 7,716	65%
Collection						
395	Books	\$ 47,000	\$ 6,392	\$ 33,054	\$ 13,946	70%
397	Periodicals	\$ 7,000	\$ 622	\$ 4,584	\$ 2,416	65%
398	Audio-Visual	\$ 12,000	\$ 1,367	\$ 7,692	\$ 4,308	64%
Collection Total:		\$ 66,000	\$ 8,380	\$ 45,331	\$ 20,669	69%
Fixed Charges						
510	Workers Comp	\$ 850	\$ -	\$ 771	\$ 79	91%
511	Public Liability	\$ 2,000	\$ -	\$ -	\$ 2,000	0%
513	Public Officials	\$ 2,350	\$ -	\$ -	\$ 2,350	0%
517	Property Insurance	\$ 2,500	\$ -	\$ 2,568	\$ (68)	103%
519	Unemployment	\$ -	\$ -	\$ -	\$ -	
532	Occupancy Agreement	\$ 99,595	\$ 8,295	\$ 66,357	\$ 33,238	67%
Fixed Charges Total:		\$ 107,295	\$ 8,295	\$ 69,696	\$ 37,599	65%
812	Furniture and Furnishings			\$ 7,900.61		
829	Other Repair and Improvements		\$ -	\$ -		
Capital Expenses Total:				\$ 7,901		Remaining
Total Expenditures		\$ 1,019,316	\$ 76,157	\$ 654,003	\$ 373,214	37%
						%of Year Completed
						67%

Year-to-Date Monthly Comps		Aug-22				Year to Date Comps			
		2021 Actual		2022 Actual		2021 YTD		2022 YTD	
Library Revenues	46710	\$	720	\$	2,182	\$	5,353	\$	7,878
City of Hudson	47301	\$	-	\$	-	\$	182,183	\$	364,365
Village of N. Hudson	47302	\$	-	\$	-	\$	43,285	\$	42,748
T. Hudson	47303	\$	101,728	\$	-	\$	203,456	\$	102,099
T. St. Joseph	47304	\$	45,830	\$	-	\$	91,660	\$	47,205
County Levy Act 120	47311	\$	-	\$	-	\$	11,050	\$	9,756
County Levy Act 420		\$	-	\$	-	\$	61,321	\$	60,012
Interest	48100	\$	-	\$	-	\$	277	\$	-
Net Change	48120	\$	-	\$	-	\$	750	\$	(139)
Grants	48500	\$	18,250	\$	-	\$	38,150	\$	81,615
Donations		\$	25	\$	-	\$	262	\$	5
Misc. Revenues	48600	\$	-	\$	255	\$	522	\$	4,082
Unrestricted Funds		\$	-	\$	-	\$	-	\$	-
		\$	166,553	\$	2,437	\$	638,269	\$	719,625
240.70.55.111									
			2021 Actual		2022 Actual		2021 YTD		2022 YTD
Personnel Services	100								
Full-Time	121	\$	17,086	\$	18,834	\$	121,945	\$	159,736
Part-Time	125	\$	16,740	\$	20,326	\$	159,282	\$	164,799
FICA	151	\$	2,493	\$	2,910	\$	20,953	\$	24,134
WRS	152	\$	1,708	\$	2,041	\$	14,162	\$	17,247
Health Insurance	154	\$	6,364	\$	6,487	\$	43,455	\$	60,332
Personnel Totals		\$	44,391	\$	50,599	\$	359,797	\$	426,248
Contractual Services									
Legal Services	212	\$	-	\$	-	\$	1,323.00	\$	1,220.00
Professional Services	213	\$	1,146.00	\$	1,146.00	\$	9,168.00	\$	9,168.00
IFLS Ops	216	\$	-	\$	-	\$	45,549.00	\$	47,468.00
IFLS Courier / Self Check	217	\$	960.00	\$	-	\$	3,010.00	\$	3,280.00
Telephone	225	\$	336.00	\$	345.70	\$	2,709.00	\$	2,680.58
Contract Maintenance	249	\$	15.00	\$	-	\$	77.00	\$	414.90
Programming Adults	294	\$	1,139.00	\$	365.00	\$	3,998.00	\$	3,461.49
Programming Children	295	\$	3,873.00	\$	1,915.81	\$	17,772.00	\$	16,141.43
Maintenance Agmt/ Lease	298	\$	485.00	\$	3,627.54	\$	6,854.00	\$	6,359.95
Other Contract Services	299	\$	-	\$	-	\$	63.00	\$	-
Contract Services Totals		\$	7,954.00	\$	7,400.05	\$	90,523.00	\$	90,194.35
Supplies & Expenses									
Postage	311	\$	6	\$	21	\$	416	\$	408
Office Supplies	312	\$	1,952	\$	572	\$	7,110	\$	5,767
Memberships	324	\$	25	\$	-	\$	25	\$	330
Advertising	326	\$	178	\$	782	\$	383	\$	1,000
Staff Development	338	\$	-	\$	-	\$	381	\$	778
Travel / Conferences	339	\$	-	\$	-	\$	-	\$	350
Technology	396	\$	115	\$	108	\$	3,716	\$	4,447

Activity Supplies	399	\$	3,359	\$	-	\$	7,190	\$	1,555
Supplies / Expense Totals		\$	5,635	\$	1,483	\$	19,221	\$	14,634
Collection Materials									
Books	395	\$	6,407	\$	6,392	\$	31,816	\$	33,054
Periodicals	397	\$	1,478	\$	622	\$	3,997	\$	4,584
Audio Visual	398	\$	1,636	\$	1,367	\$	10,221	\$	7,692
Collection Totals:		\$	9,521	\$	8,380	\$	46,034	\$	45,331
Fixed Charges									
Workers' Compensation	510	\$	-	\$	-	\$	678	\$	771
Public Liability	511	\$	-	\$	-	\$	1,332	\$	-
Public Officials	513	\$	-	\$	-	\$	1,668	\$	-
Property Insurance	517	\$	-	\$	-	\$	2,008	\$	2,568
Unemployment	519	\$	-	\$	-	\$	-	\$	-
Occupancy Agreement	532	\$	11,917	\$	8,295	\$	95,333	\$	66,357
Fixed Charges Total:		\$	11,917	\$	8,295	\$	101,019	\$	69,696
Capital Expenses (storm)									
Furniture & Furnishings	812	\$	-	\$	-	\$	-	\$	-
Other Repair & Improvements	829	\$	-	\$	-	\$	-	\$	7,901
Capital Expenses Total:							\$		7,901
			2021		2022		2021		2022
Total Revenues	\$		166,553	\$	2,437	\$	638,269	\$	719,625
Less Operating Expenses	\$		79,418	\$	76,157	\$	616,594	\$	654,003
Balance (Deficit)	\$		87,135	\$	(73,719)	\$	21,675	\$	65,622

DIRECTOR'S REPORT – SEPTEMBER 2022

Hudson Area Public Library Board of Trustees

Director/Assistant Director Meetings

Aug. 23 – Kiwanis
 Aug. 24 – Rotary
 Aug. 24 – Golden Rule/Booyah
 Aug. 24 – Western Wisconsin Journal
 Aug. 24 – Patron meeting
 Aug. 29 – Golden Rule
 Aug. 30 – Teen meeting
 Sept. 6 – Kiwanis
 Sept. 6 – Patron meeting
 Sept. 6 – PPC
 Sept. 7 – Rotary
 Sept. 7 – Presentation at Woodland Hill
 Sept. 8 – St. Croix Valley Foundation
 Sept. 8 – Friends of the Library
 Sept. 9 – 1,000 Books recognition
 Sept. 9 – Golden Rule
 Sept. 12 – Golden Rule
 Sept. 14 – Foundation
 Sept. 14 – Rotary
 Sept. 15 – Chamber/local leaders event
 Sept. 15 – County library planning committee
 Sept. 16 – Director Council

Funding update

The Department of Revenue sent a brief email to the city stating what we already know: the law says levy capacity can be transferred. They've provided no response to specific questions about the process, amounts, etc.

We're planning a budget that includes the same municipal revenue as the previous year. The deficit is about \$200,000. Note the board included 2-percent wage adjustments in that amount. I've also planned for an 8-percent increase in insurance.

The Friends of the Library voted to grant the library \$20,000 for 2023. The Foundation is launching a campaign to raise \$125,000.

Susie Gilbert and I met with John Marnell to discuss endowments, and I also met with Heather Logelin from the St. Croix Valley Foundation and talked about campaigns overall.

Golden Rule Booyah

We've been working hard on this community event, which is Saturday, Oct. 1 from 2 p.m. to 6 p.m. at Weitkamp Park. We'd love to see you there to support the initiative. We're also seeking volunteers. If that interests you, please contact me. It's a great way for trustees to interact with community members.

Building Update

Work progresses on the storm repairs. The lobby remains closed for now, but the entire collection is still 100 percent accessible. Patrons can use the elevator to access the second floor until the lobby reopens. The new windows have been installed, and Market & Johnson are working on trimming and weatherproofing them. Tile needs to be installed in the lobby before it can reopen. We do not have a solid date for the reopening of the lobby, but there are no planned closures. Furniture has been ordered along with a new rug and blinds for the lobby windows.

Operations issues

Baker and Taylor, the world's largest book distributor, was shut down for more than two weeks because of hacking. We'll be dealing with a large backlog soon.

A few of our magazine publishers are reporting a paper shortage. We're hopeful this won't dramatically affect publishing overall. Apparently, the shortage is linked to the pandemic, the labor market and the adjustments needed as cities implement plastic-free bagging policies. This means our paper costs have jumped, too.

Media

I'm now writing a regular column in the *Star Observer*. The first column is about the Booyah. The paper also agreed to run a longer column about the dissolution of the joint library, and Hannah Coyle did a great story on the Booyah featuring Mayor Rich O'Connor and Pastor Larry Szyman.

I appeared on Western Wisconsin Journal with Jamie Johnson to discuss the dissolution. That segment has more than 450 views between River Channel and Facebook.

Hudson Area Public Library

Cardholders by Municipality	Hudson	V. North Hudson	T. Hudson	T. St. Joseph	Non-Residents	Total Cardholders	Notes:						
2018	5,675	1,295	2,725	1,075	1,016	11,786							
2019	5,864	1,323	2,753	1,123	768	11,831							
2020	5,128	1,195	2,430	906	1,325	10,984							
2021	4,415	1,016	2,069	761	1,175	9,426							
Begin 2022	4,415	1,016	2,069	761	1,175	9,426							
End 2022													
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	114	56	19	26	29	50	47	52	38	62	44	641
2021	44	57	46	34	52	156	141	99	74	25	27	22	777
2022	88	98	94	107	124	222	144	114	-	-	-	-	991
Hudson Area Residents Circulation-Does not include the City of Hudson													
	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
Village of North Hudson													
Baldwin	0	0	0	0	0	0	0	0					0
Hudson Area Public Library	1036	1038	1293	1245	1431	2036	2,027	1,855					11961
New Richmond	70	78	48	47	57	18	60	34					412
River Falls	458	251	409	223	267	118	158	88					1972
Roberts	0	0	2	0	0	0	0	0					2
Somerset	0	0	0	13	0	0	0	0					13
Total:	1564	1367	1752	1528	1755	2172	2245	1977	0	0	0	0	14360
Town of Hudson													
Baldwin	10	15	35	25	5	0	0	8					98
Hudson Area Public Library	2,465	2,519	3290	2756	2550	3791	4145	4017					25,533
New Richmond	37	46	40	70	22	34	88	34					371
River Falls	434	403	529	471	346	415	209	372					3179
Roberts	508	441	612	496	446	462	327	187					3479
Somerset	13	9	8	3	8	6	4	9					60
Total:	3467	3433	4514	3821	3377	4708	4773	4627	0	0	0	0	32720
Town of St. Joseph													
Baldwin	0	0	0	0	0	0	3	0					3
Hudson Area Public Library	726	1035	1122	1191	1099	1536	1500	1432					9641
New Richmond	297	449	385	257	238	172	350	396					2544
River Falls	106	74	81	89	27	47	76	108					608
Roberts	108	84	120	77	54	119	83	86					731
Somerset	198	243	444	197	275	325	284	224					2190
Total:	1435	1885	2152	1811	1693	2199	2296	2246	0	0	0	0	15717
Total Use of other libraries	2,239	2,093	2,713	1,968	1,745	1,716	1,642	1,546	-	-	-	-	15,662
Use of Hudson	4,227	4,592	5,705	5,192	5,080	7,363	7,672	7,304	-	-	-	-	47,135
Total Partner Circulation	6,466	6,685	8,418	7,160	6,825	9,079	9,314	8,850	-	-	-	-	62,797
Joint Partner Circulation Hudson	65%	69%	68%	73%	74%	81%	82%	83%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	75%
Joint Partner Circulation Other	35%	31%	32%	27%	26%	19%	18%	17%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	25%

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					80,112
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					74,185
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	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	3,319	3,219	3,324	3,876	31,788
2021		4,113	4,156	4,676	4,262	3,952	4,160	4,758	4,937	1,290	535	1,229	2,023	40,091
2022		2,405	2,658	3,760	3,475	3,558	3,571	4,362	4,184					27,973
Total Physical Circulation														
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	-	-	-	-	108,085
<i>2021-2022 increase / decrease</i>		<i>(3,678)</i>	<i>(3,923)</i>	<i>(3,043)</i>	<i>(1,517)</i>	<i>(297)</i>	<i>(636)</i>	<i>381</i>	<i>1,984</i>	<i>(7,715)</i>	<i>(3,958)</i>	<i>(4,777)</i>	<i>(5,397)</i>	<i>(32,576)</i>
Digital Circulation														
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					39,043
<i>2021-2022 increase / decrease</i>		<i>445</i>	<i>(601)</i>	<i>(246)</i>	<i>184</i>	<i>200</i>	<i>275</i>	<i>182</i>	<i>(63)</i>	<i>(4,655)</i>	<i>(4,575)</i>	<i>(4,488)</i>	<i>(4,581)</i>	<i>(17,923)</i>
Total Digital & Physical Circulation														
		14,316	13,738	17,780	16,916	16,421	21,670	23,048	23,239	-	-	-	-	147,128
% of Circulation Physical														
		63.4%	69.6%	71.9%	72.0%	70.7%	77.1%	77.9%	78.5%					73.5%
% of Circulation Digital														
		36.6%	30.4%	28.1%	28.0%	29.3%	22.9%	22.1%	21.5%					26.5%
Materials Statistics														
Items Borrowed														
2022		3,153	2,486	3,084	2,691	2,514	2,748	2,750	2,694					22,120
Items Loaned														
2022		3,410	3,070	3,738	3,592	2,692	3,115	3,218	2,851					25,686

<i>Items Added</i>														
	2022	329	427	650	431	412	307	466	517				3,539	
Technology Use														
		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
<i>Pharos</i>														
	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					1,902
<i>Wireless</i>														
	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					20,731
<i>Proctoring Services</i>														
	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					11
Patron Statistics														
		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
<i>Visitors</i>														
	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					39,051
	<i>Monthly Average 2022</i>	2,949	3,305	3,720	3,950	4,112	4,373	4,643	4,881	4,881	4,881	4,881	4,881	39,051
	<i>Days Open 2022</i>	20	24	27	22	25	26	25	27	14	21	22	21	23
	<i>Daily Average 2022</i>	147	153	168	211	190	218	251	243					132
<i>New Patrons</i>														
	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					991
<i>Curbside Services</i>														
	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					351

HUDSON AREA PUBLIC LIBRARY CALENDAR of EVENTS

SEPT
2022

OUR BUILDING IS OPEN! STORM DAMAGE REPAIRS CONTINUE. PLEASE USE THE REAR ENTRANCE. CALL 715.386.3101 OR EMAIL US AT HUDSONPL@HUDSONPUBLICLIBRARY.ORG FOR UPDATES.

SEPTEMBER 2 / FRIDAY / 4:00 - 6:00 PM : WITHOUT A RECIPE CHALLENGE

In teams of three, compete to make the best apple pie - without a recipe. Grades 6-12. Please register.

SEPTEMBER 3 / SATURDAY / 10:00 AM - 12:00 PM : K-KIDS - A SERVICE CLUB FOR KIDS

K-Kids is a member-led service group for kids in grades 3-6. Meeting at the Library.

SEPTEMBER 5 / MONDAY : CLOSED FOR LABOR DAY

SEPTEMBER 6 / TUESDAY / 6:30 - 8:00 PM : PAINTING WITH AUDREY

Join local artist Audrey Martin for this always fun and rewarding art class. Ages 16+. Please register.

SEPTEMBER 9 / FRIDAY / 4:30 - 5:30 PM : T.A.B. - TEEN ADVISORY BOARD

New members welcome! Grades 6-12.

SEPTEMBER 12 / MONDAY / 10:15 - 10:45 AM : MUSIC & MOVEMENT

A fun, free class! Ages 2-5. Please register.

SEPTEMBER 13 / TUESDAY / 5:30 - 6:30 PM : SCIENCE GUY TUESDAYS

A fun, interactive, scientifically spectacular event! Ages 7-10. Supplies provided for the first 10 participants. No registration required.

SEPTEMBER 16 / FRIDAY / 4:00 - 5:00 PM : BANNED BOOKS TOTE BAG CRAFT

Decorate a tote bag with sayings like "I Read Banned Books" and "Keep Calm and Read Banned Books." Grades 6-12. Please register.

SEPTEMBER 17 / SATURDAY / 10:30 - 11:30 AM : FAMILY STEM SATURDAYS

Join Mr. Chris in our Maker Space for some hands-on STEM fun. Space limited. No registration required.

SEPTEMBER 17 / SATURDAY / 6:00 - 8:00 PM : TWEEN/TEEN NIGHT

Food too! This program is being held in conjunction with the Teen Thrive Program. Grades 6-12. YMCA Teen Center. Please register.

SEPTEMBER 19 / SATURDAY / 6:30 - 7:30 PM : DIVE DEEP IN GREAT LAKES SHIPWRECKS!

Come join the Wisconsin Water Library and dive deep into Lake Michigan to explore the shipwreck The Silver Lake. Everyone welcome!

SEPTEMBER 20 / TUESDAY / 5:30 - 8:00 PM : LIBRARY BOARD MEETING

SEPTEMBER 24 / SATURDAY / 10:30 - 11:30 AM : CALVIN CAN'T FLY - AN ASL STORY BOOK

This unique storybook video is presented in ASL, voiceover, enhanced text, music, sound effects and animation followed by a fun, interactive ASL lesson. No registration required. Everyone welcome!

SEPTEMBER 27 / TUESDAY / 5:30 - 6:30 PM : SCIENCE GUY TUESDAYS

A fun, interactive, scientifically spectacular event! Ages 7-10. Supplies provided for the first 10 participants. No registration required.

SEPTEMBER 29 / THURSDAY / 6:30 - 7:30 PM : LIBRARY DIRECTOR'S STORM AND REPAIRS PRESENTATION

Join Shelley Tougas, our Library Director, for a presentation about the September 2021 storm that badly damaged the library and an up to the minute update on repairs. No registration required. Everyone welcome.

OCTOBER 1 / SATURDAY / 2:00 - 6:00 PM : HURRAH FOR BOOYAH! GOLDEN RULE COMMUNITY PICNIC

A free family event that celebrates community spirit! Everyone welcome. Weitekamp Park Picnic Pavilion.

REGISTER FOR A PROGRAM AT HUDSONPUBLICLIBRARY.ORG OR CALL 715.386.3101.

HOURS

SUNDAY
CLOSED

MONDAY - THURSDAY
10:00 AM - 8:00 PM

FRIDAY
10:00 AM - 6:00 PM

SATURDAY
10:00 AM - 3:00 PM

STORYTIMES

STORYTIME WITH MISS SARA
RESUMES SEPTEMBER 6TH

TODDLER TIME
TUESDAYS | 10:15 - 10:45 AM

BABIES & BOOKS
WEDNESDAYS | 10:15 - 10:45 AM

STORIES FOR ALL
WEDNESDAYS | 11:15 - 11:45 AM

BOOK CLUBS

NOVEL BUNCH BOOK CLUB
EVERY 2ND WEDNESDAY
6:30 - 7:30 PM
"THE GIVER OF STARS"
BY JOJO MOYES

BOOKMARKS BOOK CLUB
EVERY 3RD WEDNESDAY
10:30 - 11:30 AM
"DICTIONARY OF LOST WORDS"
BY PIP WILLIAMS



HUDSON AREA PUBLIC
LIBRARY
BOOKS ARE JUST THE BEGINNING

**THANK YOU TO ALL OUR COMMUNITY MEMBERS WHO SUPPORT
THE HUDSON AREA LIBRARY FOUNDATION AND THE FRIENDS OF THE LIBRARY.**

REMOTE VOTING/PARTICIPATION

Recommendation:

Motion #1: Allow Trustees to participate and vote remotely in board meetings and committee meetings for a nine-month period. The remote participation and voting option will be reconsidered at the annual meeting in June.

Motions #2: Allow Trustees to participate and vote remotely in closed sessions for a nine-month period. The remote participation and voting option will be reconsidered at the annual meeting in June.

Background: Per the bylaws, the board needs to vote to establish whether trustees will be allowed to participate in meetings remotely for a period not to exceed one year. If the board wants this vote to coincide with the annual meeting, the motion should include a nine-month timeline for reconsideration at the June meeting.

Closed meetings require a separate motion.

The pertinent language:

Section 6 Trustee Participation

Trustees are encouraged to be physically present at board and committee meetings.

Trustees not physically present may participate in board and committee meetings remotely, via phone or Internet, but may not vote on any actions unless the Board has approved a remote-voting exception.

The Board may approve a remote voting exception for Trustees for a period not to exceed one year. The remote-voting exception shall be effective immediately. The Board may renew the exception for a period not to exceed one year. There are no limitations on the number of renewals.

The remote voting exception applies exclusively to open meetings unless the Board approves a separate exception under Section 7.

Public boards are not required to use online platforms to broadcast an open meeting live. If the Board is providing an online option for a Trustee to participate and vote remotely, the Board must also allow members of the public to attend the open meeting remotely and participate remotely according to the same policies and practices established for in-person meetings. meetings.

Section 7 Closed Sessions

Closed sessions are restricted to physically present Trustees and physically present individuals who are pertinent to the subject of the closed session.

Trustees may not participate remotely or vote remotely in closed sessions unless the Board has approved a remote participation and voting exception.

The Board may approve a remote participation and voting exception for Trustees for a period not to exceed one year. The remote participation and voting exception for Trustees shall be effective immediately. The Board may renew the exception for a period not to exceed one year. There are no limitations on the number of renewals.

If the Board approves the remote participation and voting exception for Trustees, individuals who are pertinent to the subject of the closed meeting are also allowed to participate remotely.

Closed sessions shall not be recorded.

Policy and Personnel Committee Charter

Board of Trustees, Hudson Area Public Library

Effective: June 13, 2011

Revised and Approved: September 20, 2022

Purpose

The purpose of the Policy and Personnel Committee of the Hudson Area Public Library (the "Library") is to develop and review policies, and to make recommendations to the Board of Trustees (the "Board") regarding personnel.

Responsibilities

The committee is responsible for the following:

- Review and recommend changes to the library's Bylaws and policies
- Reviewing and recommending changes to the library director's job description and evaluation form
- Reviewing and recommending changes to the library's employment policies, which are included in the employee handbook; the organizational chart; salary schedules; and compensation package
- Any other responsibilities as directed by the Board
- The committee shall review the aforementioned policies and documents as often as needed but no less frequently than every three years.

Membership

- The committee is comprised of 3-5 members appointed by the President, subject to approval by the Board.
- The committee includes a minimum of one member of the board and may include staff representatives and members of the general public.
- The committee chair shall be selected by members of the committee.
- The committee chair may vote upon and may move or second a proposal.

Qualifications

- Members should have an abiding interest in the Library as a resource of the Hudson area community.
- The citizen members will be selected from the community at large with selection emphasis on persons who possess skills in the human resources field or who have other experience in writing policy for an organization whether governmental, for profit or not for profit.

Terms

- The committee members will be appointed for one (1) year terms, which shall begin on July 1 of each year.

Authority

- The committee’s authority is limited to an advisory role. The committee has no expressed or implied power or authority unless specifically directed by the Board.
- The Board of Trustees shall review this charter annually.

Reporting Protocols

- Committee members report to the chairperson who in turn reports to the Board on a monthly basis.

Meetings

- The committee will meet once a month or at such other intervals or times as may be decided by the committee.
- The committee complies with laws pertaining to open meetings and public records.
- A simple majority of members constitutes a quorum.
- The committee keeps minutes of its meetings.
- Meeting agendas and notices shall indicate the time, date, and place of the meeting and indicate all subject matters intended for consideration at the meeting.
- The committee follows Robert’s Rules of Order.

This charter was approved by the Board of Trustees on 9/20/2022.

Board President

DISSOLUTION UPDATE

The state statute allowing exceptions to the levy limit laws follows. The text pertinent to HAPL's dissolution is highlighted. The italics/bold represent language that could be subject to interpretation.

EXCEPTIONS.

(a) If a political subdivision transfers to another governmental unit responsibility for providing any service that the political subdivision provided in the preceding year, the levy increase limit otherwise applicable under this section to the political subdivision in the current year is decreased to reflect the cost that the political subdivision would have incurred to provide that service, as determined by the department of revenue.

(b) If a political subdivision increases the services that it provides by adding responsibility for providing a service transferred to it from another governmental unit that provided the service in the preceding year, ***the levy increase limit otherwise applicable under this section to the political subdivision in the current year is increased to reflect the cost of that service, as determined by the department of revenue.***

(c) If a city or village annexes territory from a town, the city's or village's levy increase limit otherwise applicable under this section is increased in the current year by an amount equal to the town levy on the annexed territory in the preceding year and the levy increase limit otherwise applicable under this section in the current year for the town from which the territory is annexed is decreased by that same amount, as determined by the department of revenue.

(d)

1. If the amount of debt service for a political subdivision in the preceding year is less than the amount of debt service needed in the current year, as a result of the political subdivision adopting a resolution before July 1, 2005, authorizing the issuance of debt, the levy increase limit otherwise applicable under this section to the political subdivision in the current year is increased by the difference between these 2 amounts, as determined by the department of revenue.

2. The limit otherwise applicable under this section does not apply to amounts levied by a political subdivision for the payment of any general obligation debt service, including debt service on debt issued or reissued to fund or refund outstanding obligations of the political subdivision, interest on outstanding obligations of the political subdivision, or the payment of related issuance costs or redemption premiums, authorized on or after July 1, 2005, and secured by the full faith and credit of the political subdivision.

3. The limit otherwise applicable under this section does not apply to amounts levied by a county having a population of 750,000 or more for the payment of debt service on appropriation bonds issued under s. [59.85](#), including debt service on appropriation bonds issued to fund or refund outstanding appropriation bonds of the county, to pay related issuance costs or redemption premiums, or to make payments with respect to agreements or ancillary arrangements authorized under s. [59.86](#).

4. If the amount of a lease payment related to a lease revenue bond for a political subdivision in the preceding year is less than the amount of the lease payment needed in the current year, as a result of the issuance of a lease revenue bond before July 1, 2005, the levy increase limit otherwise applicable under this section to the political subdivision in the current year is increased by the difference between these 2 amounts.

5. The limit otherwise applicable under this section does not apply to amounts levied by a 1st class city for the payment of debt service on appropriation bonds issued under s. [62.62](#), including debt service on appropriation bonds issued to fund or refund outstanding appropriation bonds of the city,

to pay related issuance costs or redemption premiums, or to make payments with respect to agreements or ancillary arrangements authorized under s. [62.621](#).

6. The limit otherwise applicable under this section does not apply to the amount that a political subdivision levies to make up any revenue shortfall for the debt service on a special assessment B bond issued under s. [66.0713 \(4\)](#).

(dm) If the department of revenue does not certify a value increment for a tax incremental district for the current year as a result of the district's termination, the levy increase limit otherwise applicable under this section in the current year to the political subdivision in which the district is located is increased by an amount equal to the political subdivision's maximum allowable levy for the immediately preceding year, multiplied by a percentage equal to 50 percent of the amount determined by dividing the value increment of the terminated tax incremental district, calculated for the previous year, by the political subdivision's equalized value, exclusive of any tax incremental district value increments, for the previous year, all as determined by the department of revenue.

(ds) If the department of revenue recertifies the tax incremental base of a tax incremental district as a result of the district's subtraction of territory under s. [66.1105 \(4\) \(h\) 2.](#), the levy limit otherwise applicable under this section shall be adjusted in the first levy year in which the subtracted territory is not part of the value increment. In that year, the political subdivision in which the district is located shall increase the levy limit otherwise applicable by an amount equal to the political subdivision's maximum allowable levy for the immediately preceding year, multiplied by a percentage equal to 50 percent of the amount determined by dividing the value increment of the tax incremental district's territory that was subtracted, calculated for the previous year, by the political subdivision's equalized value, exclusive of any tax incremental district value increments, for the previous year, all as determined by the department of revenue.

(e) The limit otherwise applicable under this section does not apply to any of the following:

- 1.** The amount that a county levies in that year for a county children with disabilities education board.
- 2.** The amount that a 1st class city levies in that year for school purposes.
- 3.** The amount that a county levies in that year under s. [82.08 \(2\)](#) for bridge and culvert construction and repair.
- 4.** The amount that a county levies in that year to make payments to public libraries under s. [43.12](#).
- 5.** The amount that a political subdivision levies in that year to make up any revenue shortfall for the debt service on a revenue bond issued under s. [66.0621](#) by the political subdivision or by a joint fire department if the joint fire department uses the proceeds of the bond to pay for a fire station and assesses the political subdivision for its share of that debt, under an agreement entered into under s. [66.0301](#), which is incurred by the joint fire department but is the responsibility of the political subdivision.
- 6.** The amount that a county levies in that year for a countywide emergency medical system.
- 7.** The amount that a village levies in that year for police protection services, but this subdivision applies only to a village's levy for the year immediately after the year in which the village changes from town status and incorporates as a village, and only if the town did not have a police force.
- 8.** The amount that a political subdivision levies in that year to pay the unreimbursed expenses related to an emergency declared under s. [323.10](#), including any amounts levied in that year to replenish cash reserves that were used to pay any unreimbursed expenses related to that emergency. A levy under this subdivision that relates to a particular emergency initially shall be imposed in the year in which the emergency is declared or in the following year.
- 9.** The political subdivision's share of any refund or rescission determined by the department of revenue and certified under s. [74.41 \(5\)](#).

(f)

- 1.** Subject to subd. [3.](#), and unless a political subdivision makes an adjustment under par. [\(fm\)](#), if a political subdivision's allowable levy under this section in the prior year was greater than its actual levy in that year, the levy increase limit otherwise applicable under this section to the political subdivision in the next succeeding year is increased by the difference between the prior year's

allowable levy and the prior year's actual levy, as determined by the department of revenue, up to a maximum increase of 1.5 percent of the actual levy in that prior year.

3. The adjustment described in subd. 1. may occur only if the political subdivision's governing body approves of the adjustment by one of the following methods:

a. With regard to a city, village, or county, if the governing body consists of at least 5 members, by a majority vote of the governing body if the increase is 0.5 percent or less and by a three-quarters majority vote of the governing body if the increase is more than 0.5 percent, up to a maximum increase of 1.5 percent.

b. With regard to a city, village, or county, if the governing body consists of fewer than 5 members, by a majority vote of the governing body if the increase is 0.5 percent or less and by a two-thirds majority vote of the governing body if the increase is more than 0.5 percent, up to a maximum increase of 1.5 percent.

c. With a regard to a town, by a majority vote of the annual town meeting, or a special town meeting, if the town board has adopted a resolution approving of the adjustment by a majority vote of the town board if the increase is 0.5 percent or less and by a two-thirds majority vote of the town board if the increase is more than 0.5 percent, up to a maximum increase of 1.5 percent.

(fm)

1. Subject to subsd. 3. and 4., a political subdivision's levy increase limit otherwise applicable under this section may be increased by any amount up to the maximum adjustment specified under subd. 2.

2. The maximum adjustment allowed under subd. 1. shall be calculated by adding the difference between the political subdivision's valuation factor in the previous year and the actual percent increase in a political subdivision's levy attributable to the political subdivision's valuation factor in the previous year, for the 5 years before the current year, less any amount claimed under subd. 1. in one of the 5 preceding years, except that the calculation may not include any year before 2014, and the maximum adjustment as calculated under this subdivision may not exceed 5 percent.

3. The adjustment described in subd. 1. may occur only if the political subdivision's governing body approves of the adjustment by a two-thirds majority vote of the governing body and if the political subdivision's level of outstanding general obligation debt in the current year is less than or equal to the political subdivision's level of outstanding general obligation debt in the previous year.

4. This paragraph first applies to a levy that is imposed in 2015, and no political subdivision may make an adjustment under this paragraph if it makes an adjustment under par. (f) for the same year.

(g) If a county has provided a service in a part of the county in the preceding year and if a city, village, or town has provided that same service in another part of the county in the preceding year, and if the provision of that service is consolidated at the county level, the levy increase limit otherwise applicable under this section to the county in the current year is increased to reflect the total cost of providing that service, as determined by the department of revenue.

(h)

1. Subject to subd. 2., the limit otherwise applicable under this section does not apply to the amount that a city, village, or town levies in that year to pay for charges assessed by a joint fire department or a joint emergency medical services district, but only to the extent that the amount levied to pay for such charges would cause the city, village, or town to exceed the limit that is otherwise applicable under this section.

2. The exception to the limit that is described under subd. 1. applies only if all of the following apply:

a. The total charges assessed by the joint fire department or the joint emergency medical services district for the current year increase, relative to the total charges assessed by the joint fire department or the joint emergency medical services district for the previous year, by a percentage that is less than or equal to the percentage change in the U.S. consumer price index for all urban consumers, U.S. city average, as determined by the U.S. department of labor, for the 12 months ending on August 31 of the year of the levy, plus 2 percent.

b. The governing body of each city, village, and town that is served by the joint fire department or the joint emergency medical services district adopts a resolution in favor of exceeding the limit as described in subd. 1.

(i)

1. If a political subdivision enters into an intergovernmental cooperation agreement under s. 66.0301 to jointly provide a service on a consolidated basis with another political subdivision, and if one of the political subdivisions increases its levy from the previous year by an amount the parties to the agreement agree is needed to provide a more equitable distribution of payments for services received, the levy increase limit otherwise applicable under this section to that political subdivision in the current year is increased by that agreed amount.

2. If a political subdivision increases its levy as described in subd. 1., the other political subdivision, which is a party to the intergovernmental cooperation agreement and has agreed to the adjustment under subd. 1., shall decrease its levy in the current year by the same amount that the first political subdivision is allowed to increase its levy under subd. 1.

(j)

1. Subject to subd. 2., if a municipality experiences a shortfall in its general fund due to a loss of revenue received by the municipality from the sale of water or another commodity to a manufacturing facility as a result of the manufacturer discontinuing operations at the facility, the limit otherwise applicable under this section may be increased by the amount that the municipality levies to make up for the revenue shortfall.

2. The maximum adjustment claimed under subd. 1. shall equal the revenue received by the municipality from the sale of water or another commodity, as described in subd. 1., in the year prior to the year in which the manufacturing facility closed. A municipality may claim the adjustment in more than one year, except that the sum of all such adjustments may not exceed the revenue loss to the municipality's general fund in the year that the manufacturer discontinues operations at the facility.

(k)

1. Subject to subsd. 2. and 3., if the village of Shorewood reduces its levy from the amount it would have levied for 2011 if not for an error in the valuation of Tax Incremental District Number 1 in the village, to compensate for that error, the limit otherwise applicable under this section to the village in 2012 is increased by the amount of the reduction, as determined by the department of revenue. The amounts added to the village's limit for 2012 under this subdivision may not exceed the amount by which the village underutilized its limit for 2011, as determined by the department of revenue.

2. If the village of Shorewood applies funds from the village's general fund in 2011 to replace amounts not levied to compensate for an error in the valuation of Tax Incremental District Number 1 in the village, the limits otherwise applicable under this section to the village in 2012 and 2013 are increased by the amount applied from the general fund in 2011, as determined by the department of revenue. The village's limit increases under this subdivision for 2012 and 2013 do not increase the village's limit for any subsequent year.

3. The combined amount of increased levy in 2012 and 2013 by the village of Shorewood under subd. 2. may not exceed the amount of the funds applied from the general fund to replace amounts not levied in 2011 to compensate for an error in the valuation of Tax Incremental District Number 1 in the village.

(L) If the village of Warrens reduces its levy from the amount it would have levied for 2012 if not for an error in the valuation of Tax Incremental District Number 1 in the village, to compensate for that error, the limit otherwise applicable under this section to the village in 2013 is increased by the amount of the reduction, as determined by the department of revenue. The amounts added to the village's limit for 2013 under this paragraph may not exceed the amount by which the village underutilized its limit for 2012, as determined by the department of revenue.

(Lm) If the city of Fox Lake reduces its levy from the amount it would have levied for 2012 if not for an error in the valuation of Tax Incremental District Number 1 in the city, to compensate for that error, the limit otherwise applicable under this section to the city in 2013 is increased by the amount

of the reduction, as determined by the department of revenue. The amounts added to the city's limit for 2013 under this paragraph may not exceed the amount by which the city underutilized its limit for 2012, as determined by the department of revenue.

(m)

1. The levy increase limit otherwise applicable under this section to a city, village, or town in the current year is increased by \$1,000 for each new single-family residential dwelling unit for which a city, village, or town issues an occupancy permit in the preceding year and that is all of the following:

a. Located on a parcel of no more than 0.25 acre in a city or village, or on a parcel of no more than one acre in a town.

b. Sold in the preceding year for not more than 80 percent of the median price of a new residential dwelling unit in the city, village, or town in the preceding year.

2. Amounts levied under this paragraph may be used only for police protective services, fire protective service, or emergency medical services.

3. If a city, village, or town levies an amount under this paragraph, the city, village, or town may not decrease the amount it spends for police protective services, fire protective services, or emergency medical services below the amount the city, village, or town spent in the preceding year.

(n)

1. For a political subdivision that receives a payment under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#), the limit otherwise applicable under this section is increased by the amount that the political subdivision levies in that year to replace a revenue reduction incurred under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#). Subject to subd. [2.](#), the amount levied under this paragraph for a particular property may not exceed the amount paid to the political subdivision under s. [79.04 \(5\) \(a\) 1.](#) or [\(b\) 1.](#) less the amount to be paid to the political subdivision under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#) in the year in which the levy is imposed and less any amounts previously levied under this paragraph. A revenue reduction is incurred under this paragraph when the amount received by a political subdivision under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#) in the current year is less than the amount received under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#) in the previous year.

2. This paragraph applies to revenue reductions for which a payment under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#) is made after November 23, 2019. If the first payment made under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#) after November 23, 2019, is under s. [79.04 \(5\) \(a\) 2.](#) to [5.](#) or [\(b\) 2.](#) to [5.](#), the amount of the payment made under s. [79.04 \(5\) \(a\)](#) or [\(b\)](#) in the previous year shall be used in determining the maximum amount of revenue reduction incurred.

(4) REFERENDUM EXCEPTION.

(a) A political subdivision may exceed the levy increase limit under subd. [\(2\)](#) if its governing body adopts a resolution to that effect and if the resolution is approved in a referendum. For purposes of this paragraph, the political subdivision may use its best estimate of its valuation factor, based on the most current data available to it. The resolution shall specify the proposed amount of increase in the levy, the purpose for which the increase will be used, and whether the proposed amount of increase is for the next fiscal year only or if it will apply on an ongoing basis. With regard to a referendum relating to any levy in an odd-numbered year, the political subdivision may call a special referendum for the purpose of submitting the resolution to the electors of the political subdivision for approval or rejection on the same election dates as when a school board may call for a referendum under s. [121.91 \(3\)](#). Otherwise, the referendum shall be held at the spring primary or election or partisan primary or general election.

(b) The clerk of the political subdivision shall publish type A, B, C, D, and E notices of the referendum under s. [10.01 \(2\)](#). Section [5.01 \(1\)](#) applies in the event of failure to comply with the notice requirements of this paragraph.

(c) The referendum shall be held in accordance with chs. [5](#) to [12](#). The political subdivision shall provide the election officials with all necessary election supplies. The form of the ballot shall correspond substantially with the standard form for referendum ballots under ss. [5.64 \(2\)](#) and [7.08 \(1\) \(a\)](#). The question shall be submitted as follows: "Under state law, the increase in the levy of the ... (name of political subdivision) for the tax to be imposed for the next fiscal year, (year), is limited to% (based on actual data or the political subdivision's best estimate), which results in a levy of

\$.... Shall the (name of political subdivision) be allowed to exceed this limit and increase the levy for the next fiscal year, (year), for (purpose for which the increase will be used), by a total of% (based on actual data or the political subdivision's best estimate), which results in a levy of \$....?". If the increase is for the next fiscal year only, the question shall include the percentage increase in the levy from the previous year's levy, and, if the increase is on an ongoing basis, the question shall include the amount of the increase for each fiscal year for which the increase applies.

(d) Within 14 days after the referendum, the clerk of the political subdivision shall certify the results of the referendum to the department of revenue. The levy increase limit otherwise applicable to the political subdivision under this section is increased in the next fiscal year by the percentage approved by a majority of those voting on the question. If the resolution specifies that the increase is for one year only, the amount of the increase shall be subtracted from the base used to calculate the limit for the 2nd succeeding fiscal year.

(5) EXCEPTION, CERTAIN TOWNS. A town with a population of less than 3,000 may exceed the levy increase limit otherwise applicable under this section to the town if the town board adopts a resolution supporting an increase and places the question on the agenda of an annual town meeting or a special town meeting and if the annual or special town meeting adopts a resolution endorsing the town board's resolution. The limit otherwise applicable to the town under this section is increased in the next fiscal year by the percentage approved by a majority of those voting on the question. Within 14 days after the adoption of the resolution, the town clerk shall certify the results of the vote to the department of revenue.

(6) PENALTIES. Except as provided in sub. [\(6m\)](#), if the department of revenue determines that a political subdivision has a penalized excess in any year, the department of revenue shall do all of the following:

(a) Reduce the amount of the payment to the political subdivision under s. [79.02 \(1\)](#) in the following year by an amount equal to the amount of the penalized excess.

(b) Ensure that the amount of any reductions in payments under par. [\(a\)](#) lapses to the general fund.

(c) Ensure that the amount of the penalized excess is not included in determining the limit described under sub. [\(2\)](#) for the political subdivision for the following year.

(d) Ensure that, if a political subdivision's penalized excess exceeds the amount of aid payment that may be reduced under par. [\(a\)](#), the excess amount is subtracted from the aid payments under par. [\(a\)](#) in the following years until the total amount of penalized excess is subtracted from the aid payments.

(6m) MISTAKES IN LEVIES. The department of revenue may issue a finding that a political subdivision is not liable for a penalty that would otherwise be imposed under sub. [\(6\)](#) if the department determines that the political subdivision's penalized excess is caused by one of the following clerical errors:

(a) The department, through mistake or inadvertence, has assessed to any county or taxation district, in the current year or in the previous year, a greater or less valuation for any year than should have been assessed, causing the political subdivision's levy to be erroneous in a way that directly causes a penalized excess.

(b) A taxation district clerk or a county clerk, through mistake or inadvertence in preparing or delivering the tax roll, causes a political subdivision's levy to be erroneous in a way that directly causes a penalized excess.

History: [2005 a. 25, 484](#); [2007 a. 20, 115, 129](#); [2009 a. 28](#); [2011 a. 32, 63, 75, 140, 145, 258](#); [2013 a. 20](#); [2013 a. 165 s. 114](#); [2013 a. 222, 310](#); [2015 a. 55, 191, 256](#); [2017 a. 59](#); [2017 a. 207 s. 5](#); [2017 a. 223, 243, 317](#); [2017 a. 365 s. 111](#); [2019 a. 45, 126, 133](#); [2021 a. 1, 61](#); [2021 a. 238 ss. 44, 45](#); [2021 a. 240 s. 30](#).

LBOT: 2023 BUDGET/FUNDING OPTIONS

Recommendation: set a date for a two-hour work session to potentially establish the funding level needed to provide library services to our communities in 2024 and beyond.

PERSONNEL		
Full-Time	\$	249,055
Part-Time	\$	295,592
FICA	\$	41,665
WRS	\$	28,608
Health Insurance	\$	100,392
Personnel Totals:	\$	715,312
CONTRACTUAL SERVICES		
Legal Services	\$	5,000
Professional Services	\$	14,700
IFLS Ops	\$	47,500
IFLS Courier / Self Check	\$	3,500
IFLS Catalog	\$	-
Telephone	\$	4,600
Contract Maintenance	\$	750
Programming Adults/Comm.	\$	5,500
Programming Children	\$	19,000
	\$	-
Maintenance / Lease Agmts	\$	10,500
Other Contract Services	\$	-
Contractual Services Total	\$	111,050
SUPPLIES & EXPENSES		
Postage	\$	800
Office Supplies	\$	8,000
Memberships	\$	1,500
Advertising	\$	200
Staff Development	\$	1,000
Travel / Conferences	\$	250
Maintenance Supplies	\$	-
Technology	\$	7,000
Activity Supplies/tech renew	\$	4,000
Supplies & Expenses Total	\$	22,750
COLLECTION MATERIALS		
Books	\$	50,000
Periodicals	\$	2,000
Audio Visual	\$	8,000
Books/Digital Resources	\$	10,000
Collection Total	\$	70,000
FIXED CHARGES		
Workers' Compensation	\$	850
Public Liability	\$	2,200
Public Officials	\$	2,600
Property Insurance	\$	3,000
Unemployment	\$	-
Lease	\$	99,595
Fixed Charges Total	\$	108,245
Revenue	\$	830,000
Grants	\$	91,450
UR used/added	\$	53,833
Operating grants	\$	52,074
Expenditure Total	\$	1,027,357
Unrestricted funds used/added	\$	53,833
Reserves remaining - est.*	\$	26,000

This budget:

- Maintains full open hours with no reduction in staff hours.
- Most staff get 2 percent increase, a significant delay in the implementation of the retention/recruitment plan.
- Delays restoring full librarian hours (making part-time librarian position a full-time position).
- Assumes 8 percent increase in health insurance.

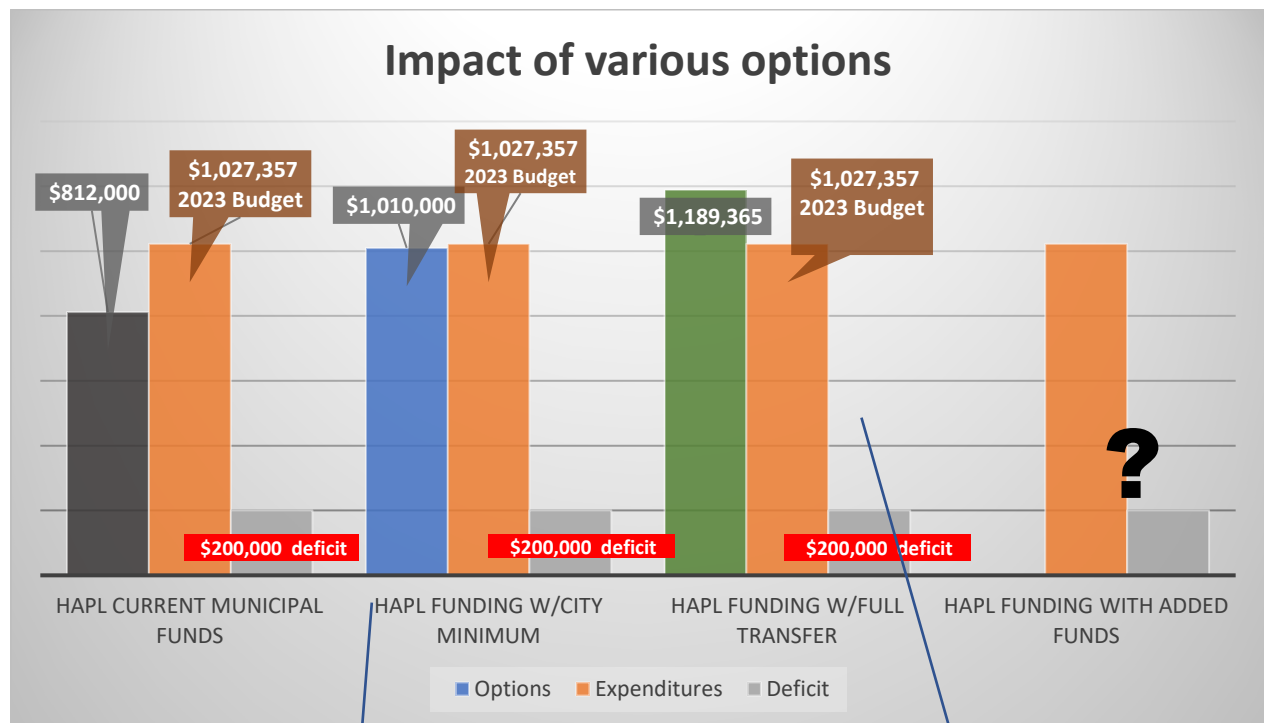
Blue text represents grant/donor amounts.

\$145,000 is grant total. Amounts noted in the budget are for specific programs. The balance is for operations.

Dissolution and the City of Hudson: Range of Options

Currently the library is 3.6 percent of the city’s total general fund expenditures.

City of Hudson’s current funding	\$364,365
City’s estimated exempt level (minimum req.)	\$570,000
Estimated full capacity transfer	\$385,000
City’s funding if full transfer is taken	\$749,365
Estimated county funding	\$440,000
DOR recognizes “cost of service”	?



If the city follows the minimum required instead of taking the full transfer:

\$17,357 DEFICIT and not implement market-rate pay increases or other goals

If the city takes the full transfer instead of the minimum required:

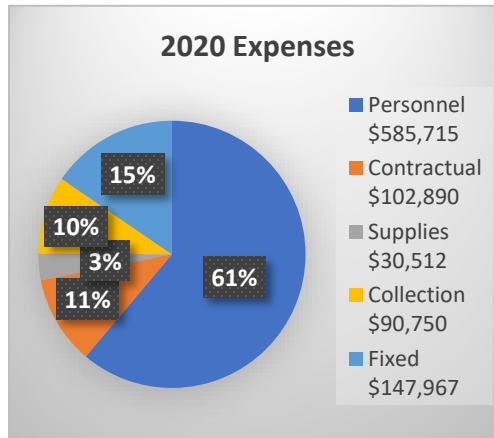
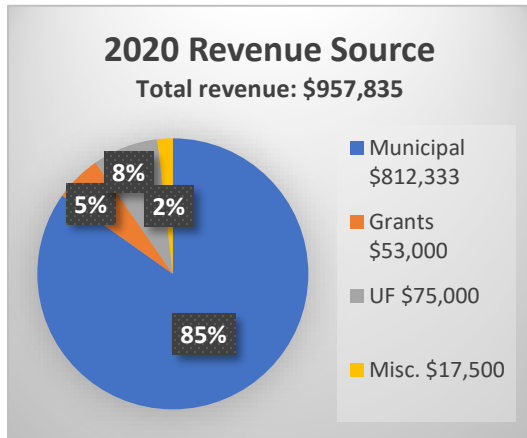
HAPL gets an additional \$162,000, which does not fully implement market-rate increases and other goals.

Dissolution and the City of Hudson: Funding metrics

The board needs to study a range of metrics to develop an appropriate level of funding related to goals.

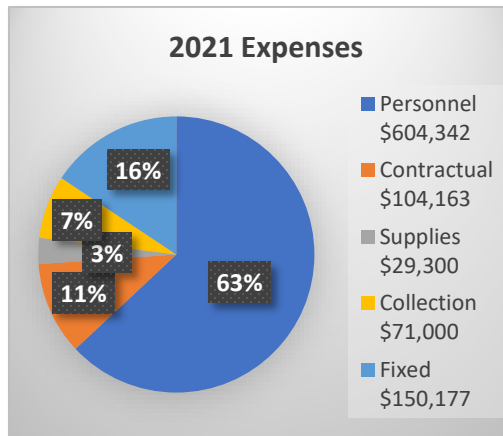
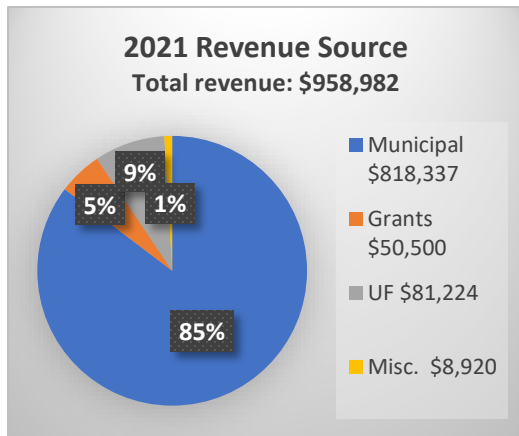
Metrics:

1. Per capita funding: county average
2. Per capita funding: state average
3. Per capita funding: average for service size population (27,000 – 35,000)
4. Recommended staffing levels for minimum service
5. Library as percent of city budget relative to nearby communities or similar populations
6. Percent of exempt amount paid relative to similarly sized communities
7. Others?



UF balance \$260,000
 Budgeted UF \$ 75,000
Actual UF +\$ 10,000
New balance \$270,000

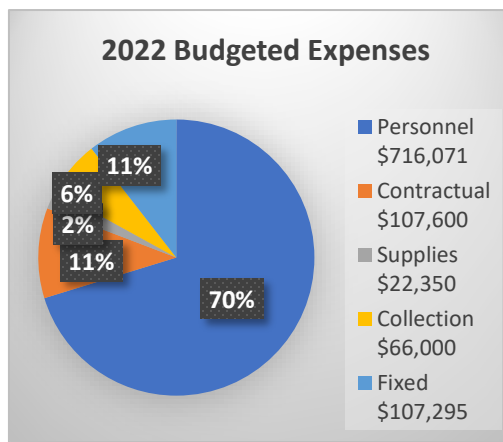
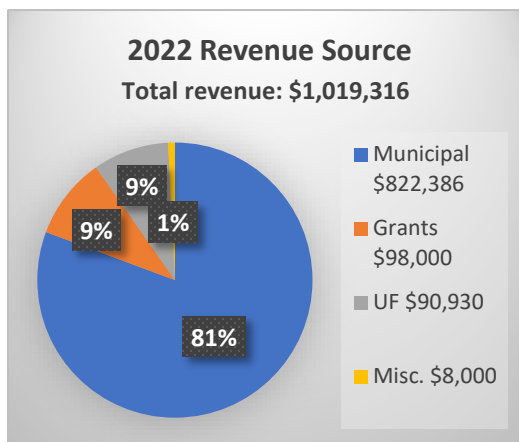
Grant/UF: 13 % of revenue



UF balance \$270,000
 Budgeted UF \$ 81,224
Actual UF \$ 54,815*
New balance \$215,185

Grant/UF: 14 % of revenue

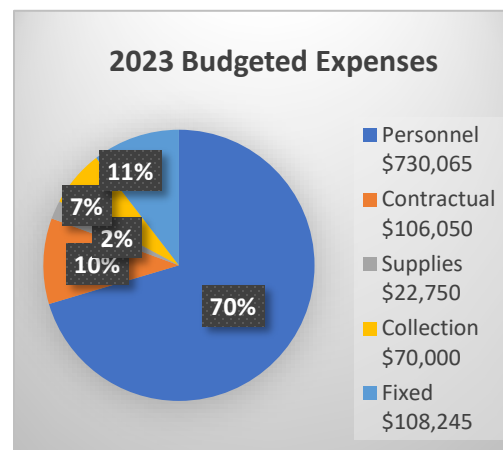
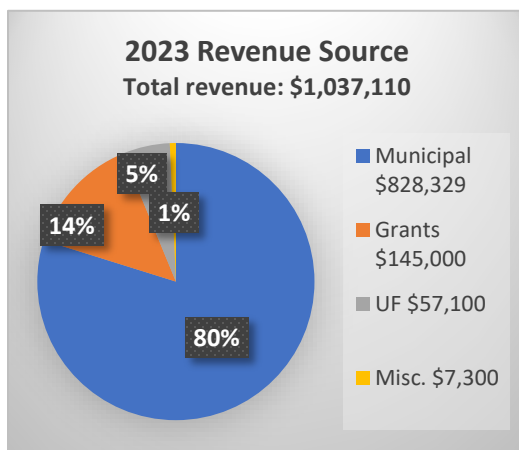
From Dec. 31, does not include 2021 bills paid in 2022. Not confirmed by audit.



UF balance \$215,185
 Budgeted UF \$ 90,930
Actual UF -----
Projected balance \$124,255

Grant/UF: 18 % of revenue

Balance projection will change depending on 2021 audit information.



UF balance \$124,255
 Budgeted UF \$ 57,100
Actual UF -----
Projected balance \$67,155

Grant/UF: 19 % of revenue

Balance projection will change depending on 2021 & 2022 audit information.

Current funding vs. minimum required under county-exemption law¹

Partner	Current library funding (rounded)	Funding under full levy transfer	Percent increase	Percent of minimum
Hudson City	\$364,300	\$748,300	105 %	134 %
County reimbursements from partners vs. partners' current municipal funding library based on use with increased taxes from residents in North Hudson & Towns of Hudson & St. Joseph)	\$60,000	\$450,200 ²	650 %	NA

Impact of potential levy transfer on partners

Partner	Current library funding (rounded)	Minimum required if partners followed funding law ³	Difference between current funding and minimum required	Percent Increase to meet minimum required
Hudson City	\$364,300	\$560,000	\$195,700	54 %
Hudson Town	\$204,000	\$333,000	\$129,000	63 %
St. Joseph	\$94,000	\$196,800	\$104,800	109 %
North Hudson	\$86,000	\$129,700	\$43,700	51 %

City of Hudson would pay an **estimated \$188,000 more** than the minimum owed under the county-exemption formula (\$748,300 - \$560,000).

¹ Data from county administrator

² Amount will fluctuate year to year based on circulation and cost-per-circ calculations

³ The funding law based on the county-exemption formula. Also, the county calculations are a year old. The partner funding in the table is based on this year's contribution.

Comparison: actual funding vs. required minimum under county-exemption law

	City library funding	Funding required for exemption	Amount paid above required	Percent extra	Percent of required amount
New Richmond	\$ 465,668	\$ 232,799	\$ 232,869	100.03	200.03
Baldwin	\$ 167,563	\$ 90,310	\$ 77,253	85.54	185.54
Roberts	\$ 130,986	\$ 46,142	\$ 84,844	183.88	283.88
Somerset	\$ 95,582	\$ 61,375	\$ 34,207	55.73	155.73
Hammond	\$ 100,828	\$ 34,257	\$ 66,571	194.33	294.33
Hudson City	\$ 350,217	\$ 585,393	\$ (235,176)	-40.17	59.83
Hudson Town	\$ 202,543	\$ 333,340	\$ (130,797)	-39.24	60.76
St. Joseph Town	\$ 88,101	\$ 195,200	\$ (107,099)	-54.87	45.13
No. Hudson Village	\$ 84,019	\$ 128,622	\$ (44,603)	-34.68	65.32
Joint Partners Total	\$ 724,880	\$ 1,242,555	\$ (517,675)		

City of Hudson would go from paying **59.83 percent** of the minimum funding to **134 percent** of the minimum funding.

HAPL municipal revenue if City of Hudson paid proportionate to:

	Hudson – current	Hudson – exempt amount (2019)	Hudson – equivalent
New Richmond	\$364,365	\$585,393	\$1,170,786
Baldwin	\$364,365	\$585,393	\$1,082,977
Somerset	\$364,365	\$585,393	\$907.359
Hammond	\$364,365	\$585,393	\$1,722,660

Continuing Issues/Needs

Hours: open at 9 a.m., open Sundays

Potential librarian services: employment support, literacy educator, reference, tech literacy

Internal support: volunteer coordination, communications support, grant writing, desk staffing to provide services offsite.

Consistent, competitive compensation