



Hudson Area Joint Library Board of Trustees

APPROVED Meeting Minutes

October 16, 2018 5:30 PM

Hudson Area Public Library

700 First Street, Hudson WI 54016

1. Call to Order at 5:30 p.m. by Berning.
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.
Present: Berning, Cizek, Coppenger, Peterson, and Schrock. Shaw arrived at 5:35 p.m.
Absent: Kilber and O'Connor
Staff: Tina Norris, Director
Others: None
3. **ACTION ITEM:** Approval of Consent Agenda Items
 - a. *Approve meeting Agenda*
 - b. *Disposition of Minutes from September 18, 2018 board meeting and of any intervening special meetings.*
 - c. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2018 Budget vs. Actual to Date*
 - d. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2018 budget*
 - e. *Discussion and possible action on 2017 and 2018 budget comparison*

Action Taken:
Motion by Peterson to approve the Consent Agenda
Second by Schrock
Discussion: None
Vote taken: Unanimous Approval
4. Introduction of new Library Board Trustee, Robert Cizek, Village of North Hudson.
Trustee Cizek provide a brief personal introduction and was welcomed to the Library Board.
5. Citizen Comments: None
6. Presentations by supporting organizations
 - a. Friends of the Library: No update
 - b. Library Foundation: Peterson provided an update on the annual fundraising campaign that is set to begin in early November. She noted that this is not just a fundraising campaign but an advocacy and awareness campaign. The annual foundation report will be mailed to 14,000+ residents and will focus on telling our story. Additionally,

Peterson provided an update on the Hogwarts after Hours fundraiser, which was a huge success. Finally, the Foundation held its annual meeting in October. Sam Cari will continue as president, Nancy Langness is the new vice-President, Susie Gilbert, treasurer, and Wendy Paulson is the new secretary.

7. President's comments, reports, and requests for action
 - a. Municipalities presentations update, discussion, and possible action. Berning provided an update on his conversations with municipal leaders and his plan to continue encouraging the County to provide Hudson with 100% funding. He noted that the Town of St. Joseph has proposed a 2% increase for 2019, but the final vote happens later.
8. Director's Report, Statistics, and requests for action
 - a. Presentation of monthly report and statistics—Norris provided the monthly statistics.
 - b. ACTION, if needed: Little Free Pantry Presentation—a brief presentation for this project was given. More information will be gathered from the family requesting the placement of a Little Free Pantry at the Library, as well as from the City of Hudson. The issue will be brought back to the board for action at a later date.
9. Annual Board Training Presentation: This item has been table until November.
10. **NOTICE of CLOSED SESSION**
 - a. Library Director Annual Evaluation / Review

The Library Board of the Hudson Area Joint Library will meet at approximately 5:30 p.m., or as soon thereafter as time permits, on Tuesday, October 16, 2018 in Room 219, Hudson Area Public Library, 700 1st Street, Hudson, Wisconsin, following the conclusion of consideration of the above portion of its regularly scheduled agenda, to vote on a motion to convene in closed session at said time and place for discussion / action relative to (1.) conduct the Library Director's annual evaluation.

A closed session for the above purposes is authorized pursuant to the provisions of Wis. Stats. §19.85(1)(f), which is allowed for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific person except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, and §19.85(1) (c), which allows governmental bodies to use closed sessions to interview candidates for positions of employment, to consider promotions of particular employees, to consider compensation of particular employees, and to conduct employee evaluations.

Upon conclusion of the closed session, the Library Board will convene in open session to consider its public agenda, including motion to recommend approval or rejection of above-listed deliberations or any of the public agenda items that have not been acted upon.

Motion by Coppenbarger to enter closed session for the above stated purpose; second by Schrock. Roll call taken:

Ayes:

Berning

Cizek

Coppenbarger

Peterson

Schrock

Shaw

Unanimous, closed session convened at 6:43 p.m.

At 7:05 p.m., Peterson made a motion to end the closed session. Schrock second. Vote taken: Motion carried.

11. **ACTION ITEM** (if needed): Library Director Evaluation—per discussion during closed session, this item will be moved to the December agenda.
12. Board comments and items for future agendas: November agenda to include the creation / appointment of a personnel committee.
13. **ACTION ITEM:** Adjournment
Motion by Shaw to adjourn;
Second by Peterson.
Discussion: None
Vote take: Unanimous approval.