



**Hudson Area Joint Library  
Library Board of Trustees  
Meeting Minutes  
February 15, 2022 – 5:30 PM**

**1. Call to order at 5:30 p.m. by Berning. Roll call, certification of compliance with open meeting laws and public record laws, and introduction of visitors and guests.**

Board members present: Berning, Blank, McCarthy, Wells, Whiteley. (O'Connor and Osterhues arrived at 5:50).

Visitors: Wendy Paulson

Staff: Madeline Page, Shelley Tougas

**2. Citizen Comments: none**

**3. ACTION ITEM: Approve consent agenda**

Motion by Whiteley

Second by Blank

Discussion: None

**Vote Taken: MOTION CARRIED – 5 Ayes / 0 Nays**

**4. INTRODUCTION of Bryan Wells, new trustee presenting the City of Hudson**

**5. DISCUSSION/POTENTIAL ACTION ITEM: Foundation/gift policies**

Motion by McCarthy to authorize the Hudson Area Library Foundation to administer all gifts made to the Hudson Area Public Library

Second by Whiteley

Discussion: Whiteley noted the lack of alignment with Foundation and library policies regarding receiving gifts and expressed support for the revisions underway.

**Vote Taken: MOTION CARRIED – 5 Ayes / 0 Nays**

**6. PRESENTATIONS**

**Friends of the Library:** no presentation

**Hudson Area Library Foundation:** Tougas reported donations from January were about \$17,000.

**7. PRESIDENT'S COMMENTS, REPORTS AND MUNICIPAL UPDATES**

**Town of St. Joseph:** No update

**Town of Hudson:** Blank is seeking to ensure a project at the town building will have the infrastructure to ensure community lockers can be easily installed if the project moves forward.

**Village of North Hudson:** No update

**City of Hudson:** No update

**Hudson School District:** No update

**President's Comments:** Berning and Tougas attended the Wisconsin Library Association's capitol event Feb. 8. They met with Rep. Rob Stafsholt and Sen. Shannon Zimmerman. The previous week Berning brought Congressman Tom Tiffany to the library for a tour and conversation with Tougas.

#### **8. COMMITTEE UPDATES**

**Personnel:** No updates except for the handbook on the current agenda.

**Finance:** No update

**Building Occupancy Agreement:** No update

**Facility:** No update

#### **9. DIRECTOR'S REPORT**

The director's written report was presented.

**10. APPOINTMENT:** President Paul Berning appointed Trustee Bryan Wells to the Finance Committee.

**11. ACTION ITEM:** 2021 Annual Report to Department of Public Instruction

Motion by O'Connor to approve the library's annual report

Second by Whiteley

Discussion: Tougas noted the library's county funding will drop in 2023.

**Vote Taken: MOTION CARRIED – 7 Ayes / 0 Nays**

**12. DISCUSSION/POTENTIAL ACTION ITEM:** Personnel Handbook

Motion by McCarthy to approve the Personnel Handbook as presented.

Second by Blank

Discussion: Tougas noted the handbook was reviewed by attorneys from the League of Wisconsin Municipalities and the City of Hudson, city staff, library staff and the library's policy and personnel committee.

**Vote Taken: MOTION CARRIED – 7 Ayes / 0 Nays**

**13. DISCUSSION:** Patron Service Engagement

The board reviewed the mission and vision statements, the logo, the tagline and core values.

**14. ACTION ITEM:** Adjournment

Motion by McCarthy to adjourn at 6:04 p.m.

Second by O'Connor

Discussion: None

**Vote Taken: MOTION CARRIED – 7 Ayes / 0 Nays**

Respectfully submitted,  
Shelley Tougas