



**Hudson Area Joint Library
Library Board of Trustees
Meeting Minutes
October 19, 2021 – 5:30 PM**

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

Board members present: Berning, Whiteley, Schrock, McCarthy, Peterson.

Absent: O'Connor, Osterhues, Blank.

Visitors: None

Staff: Shelley Tougas, Madeline Page

2. Citizen comments – None

3. ACTION ITEM: Approve Consent Agenda Items

- a.) Approve meeting Agenda
- b.) Disposition of Minutes from the September 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 2021 Budget vs. Actual to Date
- d.) Discussion and possible action on regularly recurring expenditures that are within the Board approved 2021 budget
- e.) Discussion and possible action on 2020 and 2021 budget comparison
- f.) Golden Rule donations and spending

Motion by Peterson to approve a-f

Second by McCarthy

Discussion: None

Vote taken: MOTION CARRIED - 5 Ayes / 0 Nays

4. Presentations:

- a.) Friends of the Library: No report.
- b.) Library Foundation: Peterson reported over \$12,000 received for storm damage; will be deposited in a money market account until needed. The Annual Campaign is underway and materials are focused on funding; hoping to distribute materials at Council meetings and use as marketing/raising awareness campaign. The Foundation expressed concerns that the

Library's request for a 30-percent increase from the City of Hudson were not included in the City's initial budget proposals and the potential lack of increase for the 2022 year.

5. President's comments, reports, and Municipal updates:

- a.) President: Recapped his interview with MPR and the focus that we want to reopen as soon as possible. Reported that the County updates on funding are challenging and we still have work to do.
- b.) St. Joseph: Peterson presented via zoom and received positive comments.
- c.) Town of Hudson: No updates.
- d.) Village of North Hudson: No updates.
- e.) City of Hudson: No updates.

6. Directors' Report

- a.) Presentation of the monthly report and statistics.
- b.) Director's report & update.
- c.) Storm update.

7. DISCUSSION: Program Adaptations

Michelle Saifullah, Program and Marketing Director, gave an update on the off-site programming transition. Extremely grateful for the Community's support – the Library has been able to coordinate with the Phipps, School District, YMCA, Hop & Barrel, Urban Olive & Vine, and more partners in order to continue offering library programs in off-site locations. It's been wonderful to experience this team effort to promote a robust attendance for Library events in the face of the storm damage and building concerns. -

8. DISCUSSION: Budget Update

We are still waiting on updates from the partners and on the County plan which seems unlikely to pass for the 2022 year. Hopeful that we will receive 2-3% increases from partners.

9. DISCUSSION AND POTENTIAL ACTION ITEM: Occupancy Agreement

The current status of the Occupancy Agreement was discussed, and the deadline for renewal (December 2021). City Admin. Aaron Reeves has proposed a \$43,500 reduction based on the negotiation of space allocations. Priorities for the new Agreement include: clarifying the language on the Maintenance Agreements, free patron parking in the lot, clarifying timely repairs, reviewing the option to purchase language and including a first right of refusal, and clarity on year-end reports in order to meet the requirements for the Annual Report. Discussed the need for legal assistance, potentially pro bono, to articulate and advise on the language, as well as review contract elements. Berning expressed concern about authorizing legal fees out of the library budget and suggested the Foundation might pay for fees. Peterson said she will work on a solution.

Motion by Peterson to authorize Tougas to secure legal advice on the Occupancy Agreement not to exceed \$4,000.00.

Second by Whiteley.

Vote taken: MOTION CARRIED – 5 Ayes / 0 Nays

10. Motion to adjourn at 7:00 by McCarthy.

Second by Whiteley.

Vote taken: MOTION CARRIED – 5 Ayes / 0 Nays

Respectfully submitted,

Madeline Page