

**Library Board of Trustees
Meeting Agenda
April 18, 2023 at 6:30 p.m.
Hudson Area Public Library
700 1st Street, Hudson WI 54016**

LBOT Finance Committee and Regular Board Meeting

Time: Apr 18, 2023 06:15 PM Central Time

Join Zoom Meeting

<https://us02web.zoom.us/j/85216864980?pwd=UlpZVWlzL0VZUDBPaHplelppRkxFQT09>

Meeting ID: 852 1686 4980

Passcode: 287772

Find your local number:

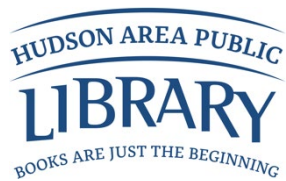
<https://us02web.zoom.us/j/k4f5RBWpW>

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(s) and of any intervening special meetings.*
 3. *Discussion and possible action on expenditure report.*
 4. *Discussion and possible action on bill payment.*
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**
 1. *Policy and Personnel*
 2. *Finance*
7. **Director's Report**
 1. *Presentation of monthly report and statistics*
 2. *Director's report & update*
8. **POTENTIAL ACTION ITEM:** Appointment to Finance Committee
9. **POTENTIAL ACTION ITEM:** Collection development and management policy form
10. **POTENTIAL ACTION ITEM:** Official acceptance of Foundation programming grant
11. **DISCUSSION:** Teen space project
12. **DISCUSSION:** Preliminary 2024 budget proposal for city

Next meeting: May 16, 2023

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 April 10, 2023.

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
March 21, 2023**

1. **Call to order at 6:30 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), Kristine McCarthy (Vice President), Barb Peterson, Kim Osterhues, Susan Blank. Rich O'Connor arrived at 6:35 p.m.

Absent: Bryan Wells, Tracy Whiteley

Staff: Shelley Tougas, Jamie Smith

2. Citizen Comments – None

3. **ACTION ITEM: Approval of Consent Agenda Items (agenda, minutes, expenditure report and bill payment)**

Motion by Peterson to approve consent agenda

Second by McCarthy

Discussion: None

Vote Taken: MOTION CARRIED – 5 Ayes/0 Nays

4. **Presentations:**

Friends of the Library: No update

Hudson Area Library Foundation: Peterson offered positive comments regarding the open house Feb. 25.

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

President Berning: River Channel is willing to record book conversations between the library director and individual board members. Dates will be established soon.

Town of Hudson: None

Village of North Hudson: None

Town of St. Joseph: Elections are underway

City of Hudson: The city will soon post notices that community members can apply to be members of the new library board. The board will have nine members instead of eight. The school district continues to have a seat, and up to two members can be from outside the municipal boundaries.

Hudson School District: None

6. Committee updates

Policy and Personnel: Peterson reported the committee will be working on the gift receipt policy next.

Finance: None

7. Director's Report

The director's written report was presented.

8. DISCUSSION: Reserves update

No update.

9. DISCUSSION: Joint-to-municipal library transition updates

Staff and members discussed the board appointment process and the range of funding options available to the city.

10. DISCUSSION AND POTENTIAL ACTION ITEM: Collection development and management policy

Motion by O'Connor to approve the policy as presented.

Second by Peterson.

Vote Taken: MOTION CARRIED – 6 Ayes/0 Nays

11. ACTION ITEM: Adjourn

Motion by O'Connor to adjourn

Second by McCarthy

Discussion: None

Vote Taken: MOTION CARRIED – 6 Ayes/0 Nays

Respectfully Submitted,
Shelley Tougas

Monthly Expenditure Statement
March 31, 2023
Hudson Area Public Library

Acct Code	Object Description	Budget w/ grants	MTD	YTD	Balance	%YTD
240-55111	Library					
Personnel						
121	Full-Time	\$ 278,439	\$ 21,419	\$ 61,263	\$ 217,176	22%
125	Part-Time	\$ 268,316	\$ 19,248	\$ 57,310	\$ 211,006	21%
151	FICA	\$ 41,827	\$ 3,045	\$ 8,873	\$ 32,954	21%
152	WRS	\$ 28,633	\$ 2,049	\$ 6,099	\$ 22,534	21%
154	Health Insurance	\$ 71,203	\$ 4,350	\$ 12,945	\$ 58,258	18%
Personnel Total:		\$ 688,418	\$ 50,112	\$ 146,491	\$ 541,927	21%
Contractual Services						
212	Legal Services	\$ 5,000.00	\$ -	\$ -	\$ 5,000	0%
213	Professional Services	\$ 15,500.00	\$ 1,250.00	\$ 3,750.00	\$ 11,750	24%
216	IFLS Ops	\$ 47,500.00	\$ -	\$ 47,527.00	\$ (27)	100%
217	IFLS Courier	\$ 3,500.00	\$ -	\$ 2,400.00	\$ 1,100	69%
225	Telephone	\$ 4,600.00	\$ 338.88	\$ 677.76	\$ 3,922	15%
249	Contract Maint.	\$ 750.00	\$ -	\$ -	\$ 750	0%
294	Programming: Adults	\$ 5,000.00	\$ 435.23	\$ 1,480.44	\$ 3,520	30%
295	Programming: Children	\$ 23,000.00	\$ 357.40	\$ 2,019.40	\$ 20,981	9%
298	Maint. Agmts / Leases	\$ 10,500.00	\$ 1,537.62	\$ 2,147.28	\$ 8,353	20%
299	Other Contract Services	\$ -	\$ -	\$ -	\$ -	
Contractual Services Total:		\$ 110,350.00	\$ 3,919.13	\$ 60,001.88	\$ 50,348.12	54%
Supplies & Expenses						
311	Postage	\$ 800	\$ 7.78	\$ 159	\$ 641	20%
312	Office Supplies	\$ 10,000	\$ 113.65	\$ 263	\$ 9,737	3%
324	Memberships	\$ 1,500	\$ -	\$ 115	\$ 1,385	8%
326	Advertising	\$ 500	\$ -	\$ -	\$ 500	0%
338	Staff Development	\$ 2,000	\$ 43.22	\$ 194	\$ 1,806	10%
339	Travel / Conferences	\$ 1,100	\$ 467.50	\$ 468	\$ 633	43%
396	Technology	\$ 9,000	\$ 164.09	\$ 1,224	\$ 7,776	14%
399	Activity Supplies/Tech renew	\$ 4,000	\$ -	\$ 307	\$ 3,693	8%
Supplies & Expenses Total:		\$ 28,900	\$ 796	\$ 2,729	\$ 26,171	9%
Collection						
395	Books	\$ 60,000	\$ 4,176	\$ 11,123	\$ 48,877	19%
397	Periodicals	\$ 4,100	\$ 391	\$ 1,374	\$ 2,726	34%
398	Audio-Visual/Dig/books comb	\$ 21,000	\$ 36	\$ 1,874	\$ 19,126	9%
Collection Total:		\$ 85,100	\$ 4,603	\$ 14,372	\$ 70,729	17%
Fixed Charges						
510	Workers Comp	\$ 850	\$ -	\$ 832	\$ 18	98%
511	Public Liability	\$ 2,400	\$ -	\$ 1,334	\$ 1,066	56%
513	Public Officials	\$ 2,800	\$ -	\$ 1,668	\$ 1,132	60%
517	Property Insurance	\$ 3,000	\$ -	\$ -	\$ 3,000	0%
519	Unemployment	\$ -	\$ -	\$ -	\$ -	
532	Occupancy Agreement	\$ 99,535	\$ 8,295	\$ 24,884	\$ 74,651	25%
Fixed Charges Total:		\$ 108,585	\$ 8,295	\$ 28,718	\$ 79,867	26%
812	Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -	
829	Other Repair and Improvemer	\$ -	\$ -	\$ -	\$ -	
Capital Expenses Total:		\$ -	\$ -	\$ -	\$ -	
Total Expenditures		\$ 1,021,353	\$ 67,780	\$ 252,311	\$ 769,042	75%
%of Year Completed						100%

DIRECTOR'S REPORT – APRIL 2023

Library Board of Trustees

Meetings

March 20 – Golden Rule Project
March 21 – Kiwanis with Supt. Ouellette
March 27 – Policy and Personnel Committee
March 27 – Foundation discussion
March 30 – Author visit
April 4 – Transition meeting
April 4 – Kiwanis with Mayor Rich O'Connor
April 5 – Transition meeting
April 5 – Staff meeting
April 11 – Meeting with City Administrator
April 12 – Foundation meeting
April 14 – Transition Meeting
April 15 – Leadership training

River Channel book conversations

Nate from River Channel is sending out a Doodle Poll with multiple options for taping library board member book conversations. Please start thinking about the book you'd choose to discuss with me. It can be your favorite book, a book that influenced your world view, a book that made an impact on your life. The conversation will be about 15 minutes.

Teen Project: A Space of Our Own

We've started Phase I of the teen project from the Petersen grant. This project involves moving the teen collection to the main floor computer bank and putting the computer bank in the iLab room. We've hired our former janitor to paint and remove the wall shelving upstairs and install it downstairs. Camille Young has ordered the new shelving.

The collection should be moved in the next few weeks. However, the new teen social space (Phase II) might not be completely furnished until summer or later. It depends on the workload associated with the Summer Reading Program.

We have donor and insurance funds to replace the old public computer tables with study "pods" for the iLab room, which gives computer users privacy.

We're excited about the transformation!

Spring Bunny Storytime

There was a foot of heavy, wet snow on the ground. Tree branches were down across the city. Many roads were unplowed, as were the library's lot and the beach lot. Staff couldn't get out of their neighbors because of the roads. Needless to say, we expected a dismal turnout; but we went ahead with the event instead of cancelling or delaying.

Librarian Matt Campana became a staff taxi, picking people up from the closest plowed area in their neighborhoods. Our custodian had the sidewalks cleaned even though he'd been up much of the night with fire calls.

We had an incredible turnout: 72 people – all of whom had to park elsewhere and walk.

LBOT resignation

Tracy Whiteley, the appointee from North Hudson, has resigned from the board. Village president Stan Wekkin does not plan to fill her seat due to the transition from joint library status to municipal library status. We thank Tracy for her service and sharing her incredible talents! We'll miss her.

Hudson Expo

The Foundation has purchased a spot for the library to be part of the Expo Sunday, May 7. We're grateful for this opportunity to connect with the community.

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	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	9,615	10,421	9,660	8,741	118,549	
	2023	11,473	10,028	12,934										34,435	
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	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	10,594	9,873	10,430	9,382	114,464	
	2023	9,634	10,019	12,031										31,684	
Renewals		2018	5,371	5,333	8,729	6,698	6,807	7,936	6,803	5,884	5,275	5,090	4,693	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	3,466	3,758	3,575	3,326	42,098	
	2023	3,504	3,331	3,944										10,779	
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	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	13,081	14,179	13,235	12,067	160,647	
	2023	11,473	13,359	16,878										41,710	
2022-2023 Increase / decrease		2,402	3,793	4,098	(12,174)	(11,610)	(16,699)	(17,944)	(18,241)	(13,081)	(14,179)	(13,235)	(12,067)	(118,937)	
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	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	4,673	4,723	4,641	4,482	57,562	
	2023	5,387	4,836	5,346										15,569	
2022-2023 Increase / decrease		142	664	346	(4,742)	(4,811)	(4,971)	(5,104)	(4,998)	(4,673)	(4,723)	(4,641)	(4,482)	(41,993)	
Total Digital & Physical Circulation		2018	16,860	18,195	22,224	-	-	-	-	-	-	-	-	57,279	
% of Circulation Physical		2018	53.8%	52.6%	57.5%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	280.5%	
% of Circulation Digital		2018	31.1%	22.9%	22.5%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100.5%	
Materials Statistics		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date	

Items Borrowed		2023	3,377	2,526	3,453													9,356
Items Loaned		2023	2,801	3,070	3,803													9,674
Items Added		2023	496	351	486													1,333

Technology Use														
Pharos														
	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date	
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	265	256	272	225	2,920	
2023	283	292	421											996

Wireless														
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	2,220	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	3,039	2,698	2,386	1,885	30,739	
2023	1,992	1,886	2,169											6,047

Proctoring Services														
2018	3	3	0	2	1	7	6	1	0	4	4	4	2	
2019	-	4	4	-	3	8	7	6	2	6	4	4	4	
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	0	0	0	0	11	
2023	1	0	0											1

Patron Statistics														
Visitors		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
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	4,983	5,299	5,393	4,716	59,442	
2023	6,169	6,231	7,445											19,845

Monthly Average 2023														
Days Open 2023		24												23
Daily Average 2023		257	283	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

New Patrons													
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	96	73	96	50	1,306
	2023	145	99	119										363
Curbside Services		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
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	36	29	19	17	452
Patron Pick-ups 2023		26	29	27										82

Hudson Area Public Library Statistics Summary

Mar-23

YTD Circulation Comparisons		2022		2023		Month to Month Comparisons		Library Visitors YTD		
Physical Materials:	31,417	41,710	9,020	Physical CKO	16,878	2022	2023	2022	2023	
Digital Materials:	14,417	15,569	8,532	Check-ins	12,031	11,159	19,845			
Total All Circulation:	45,834	57,279	3,760	Renewals	3,944					
% Physical Materials	68.55%	72.8%	5,000	Total Physical Circ	20,822	2022	2023	Monthly Visitors	2023	
% Digital Materials	31.5%	27.2%	17,780	Digital Circulation	5,346	4,549	7,445			
				Total All Circulation	26,168					
New Patrons	2022	2023	New Patrons YTD	Proctoring-YTD	Cardholders	Jan. 1 2023	6,926			
	94	119	280	1	Current	8,053				
			363	1						
Technology Use YTD	2022	2023	Meeting Room Use	2022	2023					
	Pharos	662	996	Monthly	97	92				
	Wi-Fi	7,288	6,047	YTD	210	290				
	Year-to Date	7,950	7,043							
Programming at the Library										
YTD Programs Held:			Monthly Comparisons							
	2022	2023	Programs Held	2022	2023	Change				
	67	84	Children	19	16	(3)				
			Teens / Tweens	2	4	2				
YTD Program Attendance:										
	2022	2023	Adult	5	3	(2)				
	1,513	2,366	Drop-in	1	7	6				
			Totals:	27	30	3				
			Attendance	2022	2023	Change				
Self Directed Activities 2023:										
	MTD	YTD	Children	370	336	-34				
	20	75	Teens / Tweens	21	20	-1				
			Adult	49	28	-21				
			Drop-in	1	185	184				
			Totals:	441	569	128				

HUDSON AREA PUBLIC LIBRARY CALENDAR of EVENTS

MAY
2023

REPAIRS ARE COMPLETE AND THE BUILDING IS FULLY OPEN!

CALL 715.386.3101 OR EMAIL US AT HUDSONPL@HUDSONPUBLICLIBRARY.ORG FOR UPDATES.

MAY 1-6 / MON-SAT / DURING OPEN HOURS : TODDLER & PRESCHOOL SENSORY ROOM

Bring the kids for our special sensory play time! We'll have dedicated space for digging, squishing, crawling & more!

MAY 2 / TUESDAY / 6:30 - 7:30 PM : GO FOR LAUNCH INFORMATIONAL MEETING

Join Chris Mick of Space St. Croix to learn more, ask questions & sign up for the program. Grades 8-12.

MAY 5 / FRIDAY / 4:30 - 6:00 PM : TWEEN & TEEN CINCO DE MAYO SALSA MAKE-OF

Grades 6+. Please register calling 715.386.3101.

MAY 6 / 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.

MAY 6 / SATURDAY / 10:30 - 11:45 AM : READ WITH MARLEY

Families can sign up for 15-minute slots to read with Fergus, one of the library's reading dogs. Sign up at the youth services desk.

MAY 8 / MONDAY / 10:15 - 10:45 AM : MUSIC & MOVEMENT

A fun, free class with Miss Melissa from the Dancing House! Ages 2-5. Space limited. No registration required.

MAY 12 / FRIDAY / 4:30 - 5:30 PM : TEEN ADVISORY BOARD - T.A.B.

A group of teens committed to helping the Library and the Hudson community. New members always welcome.

MAY 13 / SATURDAY / 10:00 AM - 3:00 PM : FAMILY GAME DAY & MOTHER'S DAY CARD MAKING

Come hang out in the Library Rec Room! There will be board games, card making and snacks. Everyone welcome.

MAY 16 / TUESDAY / 6:30 - 8:00 PM : LIBRARY BOARD MEETING

MAY 18 / THURSDAY / 1:00 PM - 3:00 PM : HOMESCHOOL CRAFT/STEM

1st grade and up. No registration required.

MAY 19 / FRIDAY / 4:30 - 5:30 PM : KODA THE FLUFF - SMILES FOR MILES

Koda the Fluff is visiting the library! She's making the world a happier place one smile at a time! Everyone welcome. No registration required.

MAY 20 / SATURDAY / 10:30 - 11:45 AM : READ WITH FERGUS

Families can sign up for 15-minute slots to read with Marley, one of the library's reading dogs. Sign up at the youth services desk.

MAY 23 / TUESDAY / 5:30 - WHILE SUPPLIES LAST : SCIENCE GUY TUESDAYS - FAMILY EDITION

Bring the whole family for some hands-on STEM fun with Mr. Chris! No registration required.

MAY 27 / SATURDAY / 10:30 - 11:45 AM : READ WITH DORA

Families can sign up for 15-minute slots to read with Dora, one of the library's reading dogs. Sign up at the youth services desk.

MAY 29 / MONDAY : CLOSED FOR MEMORIAL DAY

LIBRARY
PROGRAMS
ARE ALWAYS
FREE!

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 BREAK BEGINS MAY 24TH

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
"LESSONS IN CHEMISTRY"
BY BONNIE GRAMUS

BOOKMARKS BOOK CLUB
EVERY 3RD WEDNESDAY
10:30 - 11:30 AM
"THE WOMEN OF CHATEAU LAFAYETTE"
BY STEPHANIE DRAY



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

HUDSON AREA PUBLIC
LIBRARY
BOOKS ARE JUST THE BEGINNING

FINANCE COMMITTEE APPOINTMENT

Recommendation: Appoint/approve a board member to the Finance Committee.

Background: Tracy Whiteley, Finance Committee Chair, has resigned.

Bylaws regarding committees

- The Finance Committee is a required standing committee.
- Members are appointed by the President subject to approval of the Board.
- The committee “shall include a minimum of one member of the Board and may include staff representatives and general public members.”

COLLECTION DEVELOPMENT & MANAGEMENT POLICY

Recommendation: Approve revisions to the reconsideration process.

Background: Library staff and members of the Policy and Personnel Committee meeting have spent several months updating the policy. IFLS recommends that libraries place no restrictions on location of the complainant.

Hudson Area Public Library

Request for Reconsideration of Material

The Trustees of the Hudson Area Public Library have established a Collection Development and Management Policy and a process for people who seek reconsideration of library materials. Completion of this form in full is the first step. Once the form is complete, please submit it to the Library Director. Incomplete forms will not be considered. A separate form is required for each item submitted for reconsideration. The complainant will need a copy of the Collection Development and Management Policy to fully complete the form. You may attach additional sheets.

Director Shelley Tougas
 700 1st Street
 Hudson Area Public Library
 Hudson, WI 54016
stougas@hudsonpubliclibrary.org

Date _____

Name _____

Address _____

City _____ State/Zip _____

Phone _____ Email _____

Do you represent self? Or an organization?

Name of Organization _____

1. The library resource identified:

Book (including e-books/audio books) Movie Magazine Music
 Digital Resource Game Newspaper Other

Title _____

Author/Producer/Creator _____

2. What brought this resource to your attention?

3. Did you read the entire book or, if not a book, did you examine the entire resource? If not, what sections did you review?

4. What concerns you about the resource? Cite specific pages and paragraphs.

5. In what ways does the material conflict with the library's Collection Development and Management Policy?

HALF PROGRAM GRANT ACCEPTANCE

Recommendation: Motion to accept the 2023 program grant from the Hudson Area Library Foundation.

Background: This year, the Foundation received a \$26,000 grant from the Wendell Petersen estate to fund library programs.

Grant request

\$13,000 Summer Reading Program

\$5,000 Family Events and Celebrations

\$5,000 Youth Programs

\$3,000 Adult Programs

Total: \$26,000

PRELIMINARY REVIEW: 2024 BUDGET REQUEST

The Hudson Common Council is likely to begin discussions on the library transition and budget soon.

The City Administrator would like an official budget request from the Board of Trustees as a starting point for discussion.

This budget:

- Re-opens the library on Sundays except for summer months
- Assumes full capacity transfer
- Implements market-rate adjustments
- Reinstates municipal dollars for the collection
- Assumes all programming will be funded with grants

2024 Budget: Revenue	
Library Revenues	\$ 13,000
City of Hudson	\$ 745,000
St. Croix County - 150	\$ 415,000
Counties - 420	\$ 8,817
Misc.	\$ 1,500
Interest	\$ -
Net Change in Market Value	\$ -
Total Revenue	\$1,183,317

PERSONNEL	
Full-Time	\$ 323,960
Part-Time	\$ 353,990
FICA	\$ 51,863
WRS	\$ 30,842
Health Insurance	\$ 147,500
Personnel Totals:	\$ 908,155
CONTRACTUAL SERVICES	
Legal Services	\$ 4,000
Professional Services	\$ 15,500
IFLS Ops	\$ 48,500
IFLS Courier / Self Check	\$ 3,500
IFLS Catalog	\$ -
Telephone	\$ 4,500
Contract Maintenance	\$ 750
Programming Adults	\$ -
Programming Youth/Community	\$ -
Maintenance / Lease Agmts	\$ 10,500
Other Contract Services	\$ -
Contractual Services Total	\$ 87,250
SUPPLIES & EXPENSES	
Postage	\$ 800
Office Supplies	\$ 9,500
Memberships	\$ 1,100
Advertising	\$ 300
Staff Development	\$ 1,000
Travel / Conferences	\$ 1,100
Furnishing	\$ -
Technology	\$ 8,000
Activity Supplies	\$ 3,000
Supplies & Expenses Total	\$ 24,800
COLLECTION MATERIALS	
Books	\$ 65,000
Periodicals	\$ 4,100
Audio Visual	\$ 11,000
Digital Resources	\$ 500
Collection Total	\$ 80,600
FIXED CHARGES	
Workers' Compensation	\$ 850
Public Liability	\$ 1,700
Public Officials	\$ 1,700
Property Insurance	\$ 3,000
Unemployment	\$ -
Operating agreement	\$ 75,000
Fixed Charges Total	\$ 82,250
Total expenditures	\$ 1,183,055
Total revenue	\$ 1,183,317