



**Hudson Area Joint Library Board of Trustees APPROVED Meeting Minutes  
November 21, 2017, 6:30 PM  
Hudson Area Public Library  
700 First Street, Hudson WI 54016**

1. Call to Order at 6:35 p.m. by O'Connor
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.  
Present: O'Connor, Berning, Copenbarger, Ostby, Peterson, Schrock  
Absent: Marion Shaw, Curt Weese  
Staff: Tina Norris, Director  
Others: Joyce Law, Gloria Kramer

3. **ACTION ITEM:** Approval of Consent Agenda Items
  - a. *Approve meeting Agenda*
  - b. *Disposition of Minutes from September 19, 2017 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 2017 Budget vs. Actual to Date*
  - d. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2017 budget*
  - e. *Discussion and possible action on 2016 and 2017 budget comparison*

**ACTION TAKEN:**

**Motion to APPROVE the consent agenda by: Ostby**

**Second by: Peterson**

**Discussion: NONE**

**Vote Taken: 6 Ayes 0 Nays MOTION APPROVED**

4. Citizen Comments—

Gloria Kramer thanked the Board for getting the cross walk installed, and noted items that are still pending. Noted that the FOL had discussed a library coffee shop in previous years, and would love to see Sunday library hours. Encouraged everyone to shop Family Fresh and bring receipts to the Library.
5. Presentations by supporting organizations
  - a. Friends of the Library— President Joyce Law updated the Board on the Family Fresh receipts and noted that they are awaiting a \$1,000 check for having reached \$150,000 in receipts. Updated on book sale results and upcoming sale of FOL Book Bags. Law noted that FOL has discussed a coffee shop in the past, and it has been a community request on surveys in the past.
  - b. Library Foundation— Peterson provided an update on the Annual Appeal noting an error in which the appeal was mistakenly sent to Woodville residents, and that the Foundation is working to correct this error. Additionally, Peterson noted that the Foundation is developing an advocacy committee to create advocacy resources to help members speak out in support of the library.

6. President's comments, reports, and requests for action
  - a. Municipalities presentations update, discussion, and possible action.  
Hudson: City passed resolution requesting full funding from the County for the Hudson Area Public Library; the Town of Hudson and the Village of North Hudson have passed the same resolution. All three sent the resolution to the County. City of Hudson funding is same as last year, which is still above the 3-year average; Town of Hudson reduced funding to 3-year average; Village of North Hudson reduce to 3-year average; and, the Town of St. Joseph maintained the same contribution level as in 2017.
  
7. **ACTION ITEM:** *Director's Report, Statistics, and requests for action: Norris provided an overview of the monthly report, monthly statistics, grants reports, and Hudson Hospital Foundation Grant Request.*
  - a. Presentation of monthly report
  - b. Presentation of monthly statistics

#### 8. Action Item: Closed Session

The Library Board of the Hudson Area Joint Library will meet at approximately 6:30 p.m., or as soon thereafter as time permits, on Tuesday, November 21, 2017 in Room 219, Hudson Area Public Library, 700 1<sup>st</sup> 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.) the termination of an employee; (2.) Consideration of 2018 annual compensation of employees, and; (3.) 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 to close session by Schrock; Second by Ostby. Roll call taken:

O'Connor -aye; Coppenbarger - aye; Peterson - Aye; Ostby - aye; Berning - aye; Schrock - aye  
6 ayes 0 nays

9. **ACTION ITEM:** 2018 Wages  
Motion by Berning to increase Library Assistant salaries by 2%; Library Director salary from \$62,829 to \$67,267; Associate Librarian from \$48,672 to 49,649; Children's Librarian from \$46,550 to 47,486; Library Clerks from \$10.81 - \$11.85; and, Library Aides from \$7.50 to \$8.50 effective January 1, 2018.  
Second by: Peterson  
Vote taken: 6 Ayes / 0 Nays MOTION APPROVED
  
10. **ACTION ITEM:** Library Directors Evaluation:  
Motion by Peterson to approve Library Director's Evaluation with a rating of 4.4.  
Second by Berning  
Discussion: NONE  
Vote Taken: 6 Ayes 0 Nays MOTION APPROVED

11. Other Business: None
12. Board comments and items for future agendas: None.
13. ACTION ITEM: Adjournment  
Motion to adjourn by Ostby  
Second by Berning  
Vote taken: 6 Ayes 0 Nay  
MOTION CARRIED

Respectfully Submitted,

*Tina L. Norris*

Tina L. Norris, Director