



**Hudson Area Joint Library Board of Trustees
APPROVED Meeting Minutes
September 20, 2016, 6:30 PM
Hudson Area Public Library
700 First Street, Hudson WI**

1. Meeting called to order at 6:38 by Curt Weese
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests

Library board present: Barb Peterson, Curt Weese, Jim Schrock, Jill Burchill, Katie Coppenbarger Absent: Rich O'Connor, Marion Shaw, Dave Ostby

Library Staff present: Tina Norris, Director

Others present: None

3. **ACTION ITEM:** Approval of Consent Agenda Items
 - a. *Approve meeting Agenda*
 - b. *Disposition of Minutes from August 16, 2016 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 2016 Budget vs. Actual to Date*
 - d. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2016 budget*
 - e. *Discussion and possible action on 2015 and 2016 budget comparison*

ACTION TAKEN:

Motion by: Peterson
Second by: Coppenbarger
Vote Taken: Unanimous Approval

4. **ACTION ITEM:** Consideration to approve action taken during closed session held on August 16, 2016, pursuant to Wis. Stat. § 19.85(1)(c) regarding market rate adjustment for salary of Library Director.

ACTION TAKEN:

Motion by: Peterson moves to approve closed session decision
Second by: Schrock second
Vote Taken: Unanimous approval

5. Citizen comments: None
6. Presentations by supporting organizations
 - a. Friends of the Library: No report
 - b. Library Foundation: Barb Peterson updated on Foundation actions including annual appeal progress and upcoming funding of library projects.

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7. **ACTION ITEM:** President's comments, reports, and requests for action:
 - a. Municipalities presentations update, discussion, and possible action.
Peterson updated on St. Joseph budget workshop and library funding discussions. Weese stated his opposition to Peterson's statements.
 - b. County Board update, discussion and possible action. No update.**ACTION TAKEN: No action required.**

8. **ACTION ITEM:** Director's Report, Statistics, and requests for action
 - a. Presentation of report
 - b. Presentation of monthly statistics**ACTION TAKEN: No action required**

9. **ACTION ITEM:** Personnel and Policy Committee Update & requests for action.
 - a. Overview and information regarding Library Director review process.
Peterson gave report on process for Director's review.
 - b. Recommendation to update common name of library in bylaws.**ACTION TAKEN: Item has been table until a future meeting.**
Motion to table by: Weese
Second by:

10. Finance committee report: Burchill reported expenditures were reviewed: No issues or concerns.

11. Board comments and items for future agendas:
 - a. Bring information on funding from municipalities for discussion on budget.
 - b. Additional budget discussion and options to address deficit budget.
 - c. Discussion of fund balance (cash balance)

12. **ACTION ITEM:** Adjourn
ACTION TAKEN:
Motion by: Burchill
Second by:
Vote Taken

Respectfully Submitted,

Tina L. Norris

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Director

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