

**Hudson Area Joint Library Board
Meeting Minutes of April 13, 2009
Approved**

Meeting called to order by President O'Connor at 6:35 pm.

PRESENT: Library Board members: Scot O'Malley, Dave Ostby, Sarah Smith, Marion Shaw, Jim O'Connor, Mike Hipsher, Dan Koch (arrival at 6:37 pm), and Dan Gavin.

ALSO PRESENT: Linda Donaldson Library Director, Mary Davis Children's Librarian.

PUBLIC COMMENT:
None.

Next meeting is Monday, May 11 at 6:30 pm.

MINUTES: MOTION by O'Malley, second by Ostby, to approve the March 9 meeting minutes. Vote taken. All ayes. – MOTION CARRIED.

DIRECTOR'S REPORT

The 2007 reimbursement to other libraries was noted-River Falls (\$15,229.50), Somerset (\$6,121.25) and Roberts (\$2,529.62).

In March, the inactive library patrons prior to January 1, 2007 were purged from the Innovative III database-(City 463, Village 145, Town of Hudson 272, Town of St. Joseph 72, and Troy 36).

Donaldson mentioned sending the Associate and Children's librarians and Library Assistants to a Circulation Refresher workshop sponsored by the Indianhead Federated Library System (ILFS).

Mary Davis Children's Librarian and Carol Hardin Library Assistant will be attending the Wisconsin Association of Public Libraries conference in Wisconsin Dells on May 6-8. Line item 339 of the library budget will cover the cost for the conference.

O'Connor pointed out the data sheet that was distributed at the spring showcase by the Friends of the Hudson Public Library. This data sheet includes 2007 statistical information about the Hudson library versus other libraries in IFLS. Libraries included River Falls, Baldwin, Somerset, New Richmond, Menomonie, L.E. Phillips, Chippewa Falls, Hammond, Woodville, and Spring Valley. Hipsher mentioned inclusion of foot notes in the future to highlight items that will help to tell the story of the Hudson library.

PLANNING COMMITTEE.

Hipsher reviewed the Boarman, Kroos, Vogel Group Inc. (BKV Group) preliminary project proposals. The proposals included layout Option 1-Minimal work, layout Option 1-1st Floor Option, and layout Option 2-2nd Floor option.

The Option 1-Minimal work project budget would be \$196,581, Option 1-1st Floor budget would be \$425,568, and Option 2-2nd Floor budget would be \$954,899. Ostby noted that the projected budgets were based on the worse case scenarios.

Building blue print is unavailable.

By consensus Option 1-Minimal work was supported by the Board. The planning committee will recommend a plan at the April meeting.

Hipsher met with the Mayor and reviewed the BKV Group preliminary project proposals. The Mayor is in agreement that the present facility is undersized. He questioned if the Board would be receptive to making the entire building functional for the library. The mayor mentioned that this Municipal building is the most energy inefficient building the city owns.

The mayor stated that moving the library to the NMC building would not be supported by him.

The Mayor is willing to start a library initiative.

O'Malley stated the rental fee is equal to the municipal building maintenance expenses. Crossroads Adoption rent is \$2,000 a year for 170 sq ft. United Way rent was \$8,500 for 900 sq ft.

Ostby reinforced that the library budget cannot change without approval of the four partners.

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O'Connor reviewed the Planning Committee's discussion with John Thomson IFLS Director. After visiting the library for the day, he suggested a marketing campaign, additional street signs directing the public to the library, improving the library web page, distributing a library brochure with library hours, programs, and testimonials, Thomson stated that the trend is to have libraries become community social centers. IFLS has staff available to help market the library. At the April 22 Planning Committee meeting the committee will discuss BKV layout Option plans, discuss comments by Thompson, and begin the process in creating a mission statement, vision statement, and value statements for the library.

Hipsher will invite BKV group Associate Cindy McCleary to the May 11 meeting.

O'Malley will check when the next meeting with Frisbie Architects is planned.

FINANCE COMMITTEE

O'Connor inquired how to improve communication with the municipal joint members. Gavin, Ostby, and O'Malley report to their respective municipalities about the library at monthly meetings, and felt that their members were sufficiently informed.

Annual financial recap is not available at this time

POLICY AND PERSONNEL COMMITTEE

Gavin will consult with Jeff Redmon about the length of terms for library board members and bring this information to the May meeting to align the by Laws statement below with Wisconsin State Statutes.

Board members shall serve for three-year terms beginning June 1st with the exception of the school representative and shall be appointed by the mayor, president, or chairperson of each member municipality with approval of its governing body. The school representative term expires on the last day of each calendar year.

Purchase approval guidelines for the Library Director will be presented at the May meeting with possible action taken.

BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

None.

ADJOURN: MOTION by Ostby, second by Hipsher, to adjourn the meeting. Vote taken, all ayes - MOTION CARRIED. Meeting adjourned at 8:03 pm.

Linda Donaldson, Library Director