

**Hudson Area Joint Library Board
Meeting Minutes of January 12, 2009
Approved with Correction**

Meeting called to order by President O'Connor at 6:40 pm.

PRESENT: Library Board members: Scot O'Malley, Jim O'Connor, Dan Koch, Dave Ostby, and Mike Hipsher. Dan Gavin arrival 7:30 pm. Absent were Sarah Smith and Marion Shaw.

ALSO PRESENT: Linda Donaldson, Library Director; Mary Davis, Children's Librarian, John Kalmon, City of Hudson.

PUBLIC COMMENT:
None.

Next meeting is Monday, February 9th at 6:30 pm.
Mike Hipsher will chair this meeting. President O'Connor will be absent.

MINUTES: MOTION by O'Malley, second by Koch, to approve the December 8th meeting minutes. Vote taken. All ayes. – MOTION CARRIED.

ELECTION OF OFFICERS FOR 2009

Gavin summarized his conversation with Jeff Redmon concerning appointment of officers.

Gavin reported the Amended and Restated Joint Agreement stipulates June for election of officers and to continue with the existing board until June. The number of municipal representatives on the Joint Library Board will continue until the next census data is collected. The formula for representation on the Joint Library Board will be based on population statistics.

MOTION by Ostby, second by O'Malley, to elect Library Board officers in June 2009 as stated in the Amended and Restated Joint Library Agreement. Roll call taken. All ayes-MOTION CARRIED.

O'Connor reviewed Board committee changes with Gavin chairing the Policy and Personnel Committee, Hipsher chairing the Planning Committee. Community members on the Planning Committee include Ruth Knapp, Jeff Zais, Susie Gilbert, and John Kalmon.

School representative Koch was re-appointed by the Superintendent and a signed letter was given to board president O'Connor.

APPOINTMENT OF COMMITTEES FOR 2009

MOTION by O'Malley, second by Hipsher, to approve all committee members. Vote taken. All Ayes-MOTION CARRIED. Per By Laws, Board President is an ex-officio member of all committees.

Shaw	Policy and Personnel Committee member
Smith	Finance Committee member
Koch	Policy and Personnel Committee member
Hipsher	Planning Committee chair
O'Connor-	Finance Committee chair and Planning Committee member
O'Malley	Planning Committee member
Ostby	Planning Committee member
Gavin	Policy and Personnel Committee chair
Knapp, Zais, Gilbert, and Kalmon	Policy and Personnel Committee community members Planning (2/9/2009)

DIRECTOR'S REPORT

Donaldson reported that Cathy Currier from IFLS will be visiting the library on Thursday offering a Profession Development opportunity for the library employees. This will also be a software troubleshooting session involving in-transit items, damage materials, and outstanding holds.

O'Connor noted 11.5% increase in circulation; 21% of circulation is for materials from other libraries which is task intensive.

Donaldson is to locate the rental agreement between the city and the library and pursue with the city the replacement of carpeting in the library.

Davis reported that inventory of the Children's collection is near completion. The children's department will have two special programs for children in January with Cynthia Hanson and Fantasy Korral as performers.

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STRATEGIC PLANNING COMMITTEE

An organizational meeting is schedule for Wednesday, January 21st at 6:30pm in the Community Room.

Gavin summarized his conversation with Jeff Redmon concerning impact fees.

Gavin reported that any impact fees associated with a library is not under the control of the Joint Library Board. The collecting public entity has the right to stipulate the expenditure of the funds.

FINANCE COMMITTEE—2009 BUDGET APPROVAL

MOTION by O'Malley, second by Hipsher, to adopt the proposed 2009 library budget of \$711,449. Vote taken. All ayes-MOTION CARRIED.

POLICY AND PERSONNEL COMMITTEE—CONSIDER GUIDELINES FOR APPROVING PURCHASES

Committee plans to bring directional guidelines to the February 9th meeting.

CLOSED SESSION PURSUANT TO §19.85(1) (C), WIS. STATS, TO DICUSS 2009 SALARIES FOR LIBRARY PERSONNEL: Motion by O'Malley, second by Gavin, to convene into Closed Session pursuant to §19.85 (l) (c) to discuss evaluation and compensation of library personnel. Roll call vote. All ayes-MOTION CARRIED.

RECONVENE IN OPEN SESSION FOR POSSIBLE ACTION RE:2009 SALARIES FOR LIBRARY PERSONNEL: Motion by O'Malley, second by Ostby, to reconvene in open session. Roll call vote. All ayes – MOTION CARRIED.

Motion by Ostby, second by O'Malley, to increase the Library Aide wage by \$.50 per hour starting January 3rd, 2009. The starting wage will be \$7.50/hr, increasing to \$8.00/hr after 1 year of continuous employment. Vote taken. All ayes – MOTION CARRIED.

Motion by Hipsher, second by O'Malley, to increase the Library Clerk wage by \$.50 per hour from \$10.00/hr to \$10.50/hr starting January 3rd, 2009. Vote taken. All ayes – MOTION CARRIED.

Motion by O'Malley, second by Gavin, to assign President O'Connor the duty of reviewing the performance evaluation with the Library Director and to increase the Library Director salary by 4% to an annual rate of \$59,280 starting January 3rd, 2009. Vote taken. All ayes – MOTION CARRIED.

BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

Discuss security issues of materials in the History room.

ADJOURN: MOTION by Hipsher, second by Ostby, to adjourn the meeting. Vote taken, all ayes - MOTION CARRIED. Meeting adjourned at 8:45 pm.

Linda Donaldson, Library Director