



**Hudson Area Joint Library Board  
Approved Meeting Minutes  
Monday, 12 September 2011  
700 First Street, Hudson WI**

1. **CALL TO ORDER AT 6:33 P.M.**
2. **ROLL CALL**
  - a. Board Members Present: Dave Ostby, David Smith, Roy Sjoberg, Barb J. Peterson, Marion Shaw, Rich Vanselow, Dan Koch
  - b. Board Members Absent: Ron Howard
  - c. Visitors Present: Linda Donaldson, Marya Smith, Jim O'Connor
3. **APPROVE MEETING AGENDA**
  - a. Motion by Sjoberg, second by Koch, to approve the revised meeting agenda. VOTE TAKEN, ALL AYES. MOTION CARRIES
4. **SET DATE FOR NEXT REGULAR MEETING**
  - a. MOTION by Koch, second by Sjoberg, to set the date of the next meeting for Monday, October 10 at 6:30 p.m.
5. **DISPOSITION OF MINUTES FROM AUGUST 8, 2011 LIBRARY BOARD MEETING AND OF ANY INTERVENING SPECIAL OR CLOSED MEETING**
  - a. MOTION by Ostby, second by Vanselow, VOTE TAKEN. Peterson and Shaw abstained. MOTION CARRIES
6. **CITIZENS' REQUEST TO SPEAK**
  - a. None at this time
7. **PRESENTATION OF INVITES**
  - a. Friends of the Library: No report at this time
  - b. Hudson Area Library Foundation report: No report at this time
  - c. Himmel & Wilson, Library Consultants: No report at this time
8. **PRESIDENT'S COMMENTS, REPORT AND REQUESTS FOR ACTION**

Discussion regarding the Library Agreement Bylaws. Motion by Ostby to approve the Bylaws with the exclusion of Article 6, section 7, second by Vanselow with a contingency upon final approval. MOTION by Ostby amended to be contingent upon review of the partners. VOTE TAKEN. 5 AYES. SJOBERG AND KOCH NAY. MOTION CARRIES.
9. **DIRECTOR'S REPORT AND REQUESTS FOR ACTIONS**
  - Donaldson reported on a letter sent by John Thompson stating the Library is violating free access to everyone by charging a \$280 Kindle deposit. The policy will be reviewed by the Policy and Procedure Committee. Motion by Smith to suspend the Kindle program at this time, second by Vanselow. VOTE TAKEN. 6 AYES. OSTBY NAY. MOTION CARRIES.
  - Donaldson reported the mold problem in the kitchen area has been taken care of and the roof repairs are scheduled to be completed within days.
  - Donaldson reported there are currently 16,000 Hudson Library card holders and she will contact Indianhead in regards to purging inactive Library cards. She noted the high readership including internet usage.
  - Sjoberg asks Donaldson when she is planning to inform the Board about her application and interview for the Library Director's position at the Bayport Public Library.
  - Donaldson stated she was uncomfortable answering that question. Ostby stated she is not obligated to answer that question.



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**10. STEERING COMMITTEE REPORT AND REQUESTS FOR ACTIONS**

- Committee Chair Smith led a discussion regarding the Comparative Summary of Strategic Alternatives. Smith explained the information provided in the document and noted the document is for information purposes only.
- Smith reported that the next Steering Committee meeting is set for Friday, September 23, 2011.

**11. FINANCE COMMITTEE REPORT AND REQUESTS FOR ACTIONS**

- a. Repair of Broken Ice Maker. Committee Chair Sjoberg reported that the Finance Committee is recommending the Board's approval of \$450 to replace the broken ice maker. MOTION by Peterson for O'Connor and Donaldson to purchase a new ice maker using funds out of the Repairs account of up to \$450, second by Smith. VOTE TAKEN, 5 AYES, KOCH AND SHAW NAY. MOTION CARRIES.
- b. Library Trustees Fund Raising Letter. MOTION by Vanselow, second by Peterson, to approve the expenditure of \$5,000 of the Donations Fund to finance the cost of distributing the fund raising letter. VOTE TAKEN. 5 AYES. OSTBY AND SHAW NAY. MOTION CARRIES.
- c. Funding the Phipps Partnership Display Expenses. MOTION by Vanselow to hold off on any expenditure for the partnership with the Phipps. 3 AYES. KOCH, SMITH, SJOBERG, AND PETERSON NAY. MOTION DOES NOT CARRY.  
MOTION by Peterson, second by Sjoberg, to approve expenditure of up to \$1,700 out of the Donations Fund for covering the costs of the Walker system and lighting project. VOTE TAKEN. 4 AYES. VANSELOW, SHAW AND OSTBY NAY. MOTION CARRIES.
- d. Lobby Blinds Repair. MOTION by Sjoberg, second by Smith, to approve the expenditure of \$1,300 to fix the lobby blinds which included sharing the cost (50/50) of the lift rental during the warranty period, provided that when repairs are necessary the lift will be used to replace light bulbs indoor and outside. VOTE TAKEN. ALL AYES. MOTION CARRIES.

**12. PLANNING (FACILITIES) COMMITTEE REPORT**

No report. Vanselow agreed to chair the committee.

**13. POLICY AND PERSONNEL COMMITTEE REPORT**

- a. Library Director Job Description and Job Evaluation Form. Committee approved a revised job description and has implemented a new evaluation form for the Library Director position.
- b. Weapons Policy. Smith will follow up with the City and report at the next meeting.

**14. COMMUNICATIONS COMMITTEE REPORT AND REQUESTS FOR ACTION**

No report.

**15. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS**

- a. Consensus of the Board that the Library should actively participate in the Intergovernmental Council .

**16. ADJOURN**

MOTION by Smith, second by Koch, to adjourn. VOTE TAKEN. ALL AYES. MOTION CARRIED.  
Meeting adjourned at 8:45 p.m.



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Minutes prepared by Laurie Nelson-Lundell.