



Hudson Area Joint Library Board

Approved Meeting Minutes

Monday 13 February 2012

700 First Street, Hudson WI

1. **CALL TO ORDER AT 6:35 PM**
2. **ROLL CALL**
 - a. Board Members Present: Dave Ostby, Roy Sjoberg, Barb Peterson, Rich Vanselow, Dan Koch, Rob Howard, Marion Shaw and Rich O'Connor
 - b. Visitors Present: Jim O'Connor, Ed Lucas, Scot O'Malley (7:20 p.m.), Gloria Kramer, Patty Zais, Jeff Zais, Jan Standafer.
3. **APPROVE MEETING AGENDA**
 - a. MOTION by Shaw, second by Ostby, to remove "compensation of Library Director" to open session. Vote taken. Two ayes. Peterson, Sjoberg, Howard, Vanselow, Koch, and O'Connor opposed. MOTION FAILED.
 - b. MOTION by Sjoberg, second by Koch, to approve the meeting agenda. Vote taken. Seven ayes. Shaw opposed. MOTION CARRIED.
4. **SET DATE FOR NEXT REGULAR MEETING**
 - a. March 12, 2012, 6:30 PM – 2nd Monday of each month
5. **DISPOSITION OF MINUTES FROM DECEMBER 12, 2011 AND JANUARY 9, 2012 BOARD MEETING AND OF ANY INTERVENING SPECIAL MEETINGS OR CLOSED MEETING**
 - a. MOTION by Sjoberg, second by Howard, to approve the meeting minutes of December 12. Vote taken. Seven ayes. Shaw abstained. MOTION CARRIED.
 - b. MOTION by Shaw, second O'Connor, to approve the meeting minutes of January 9 with changes to agenda item 8a. Vote taken. Six ayes. Vanselow and Sjoberg abstained. MOTION CARRIED.
6. **CITIZEN COMMENTS**
 - a. Kramer mentioned the art work that is on display in the library.
7. **PRESENTATIONS BY SUPPORTING ORGANIZATIONS**
 - a. Friends of the Library
Standafer reported that new shelving in the History Room, was constructed by Gordy Anderson. Anderson donated his time and Connie Fisk donated the funds for materials.
 - b. Hudson Area Library Foundation
No report.
8. **PRESIDENT'S COMMENTS, REPORT, AND REQUESTS FOR ACTION**
 - a. Report with possible action on Hudson Area Joint Library Restated Bylaws
MOTION by Shaw, second by Ostby, to accept the Bylaws with the inclusion of *Superintendent of the School District of Hudson* and the removal of *President of the Board of Education for the School District of Hudson and its Board of Education*, and the removal of changes made by the Policy and Personnel Committee highlighted in blue.
MOTION by Ostby, second by Shaw, to amend the motion to accept the XX January 2012 clean copy with the inclusion of *Superintendent of the School District of Hudson* and the removal of *President of the Board of Education for the School District of Hudson and its Board of Education*
Vote taken. Three ayes. Sjoberg, Peterson, Howard, O'Connor, Koch opposed. MOTION FAILED.
MOTION by Sjoberg, second by Howard, that the Bylaws be sent to the Policy and Personnel Committee and the Policy and Personnel Committee present a clean copy to the Library Board at the March 12, 2012 meeting. Vote taken. Six ayes. Shaw and Ostby opposed. MOTION CARRIED.
O'Connor asked that any Board members vested in the language of the Bylaws attend the Policy and Personnel meeting February 27.

- b. Report on legal opinion re committee membership and the creation of a negative quorum and possible action

In summary,

- Standing committees are governmental bodies and need to comply with Open Meeting Law and the Public Records Law.
- A negative quorum does not exist if three of the eight Board members are members of a standing committee. Given the possibility of other Board members attending a standing committee meeting, it is recommended that the Badke notice be included on all meeting notices.
- Badke notice:
- *Notice is hereby given that a majority of the Library Board may be present at the aforementioned _____ committee meeting, to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Library Board, pursuant to State ex rel Badke v. Greendale Village Board, 173 Wis.2d 553,494 N.W. 2d 408 (1993), and must be noticed as such, although the Library Board will take no action at this meeting.*
- Open Meeting Law applies whenever a gathering of members of a governmental body satisfies two requirements:
- There is a purpose to engage in the business of the governmental body; and
- The number of members present at the meeting is sufficient of determine the governmental body's course of action, whether that be the affirmative power to pass a course of action, or the negative power to defeat a course of action. *State ex rel Newspaper, Inc. v. Showers, 135 Wis.2d 77, 101-102, 398 N.W. 2d 154, 165 (1987).*

MOTION by Shaw, second by Howard, that all Board meetings and committee meetings be notice as statutorily required. Vote taken. Seven ayes. Sjoberg abstained. MOTION CARRIED.

MOTION by Shaw, second by Ostby, to review the composition of a committee that is bringing an item for action to the Library Board when board attendance is fewer than seven. Vote taken. All ayes. MOTION CARRIED.

9. FINANCE COMMITTEE REPORT AND REQUESTS FOR ACTION

- a. Impact of Chapter 43.64(b)(2) on status of Joint Library funding and continuation
Jeff Zais provided a slide presentation on Wisconsin Statute Chapter 43.64 (b)(2) and funding changes to joint municipalities.
- b. Annual Report 2011
MOTION by Howard, second by O'Connor, to accept the 2011 Annual Report. Vote taken. All ayes. MOTION CARRIED.
- c. Granite RE, Inc. claim status
No communication from Granite RE, Inc.
- d. Recommendations regarding non-recurring invoices not within the 2012 Board approved budget to include invoices from Rodli, Beskar, Krueger & Pletcher and Himmel and Wilson
Invoice by Rodli, Beskar, Krueger & Pletcher was referred to the Finance Committee for further review.
MOTION by Sjoberg, second by Vanselow, to approve non-recurring invoices that are within the budget. Vote taken. Six ayes. Shaw and Ostby abstain. MOTION CARRIED.
- e. Lobby automatic blinds repair/replacement project
Donaldson reported that additional repairs are needed to get the blinds working. Donaldson was directed to discuss the repairs with the Public Works Department and to discuss a funding source for the repairs.
- f. Phipps partnership-Walker Display System
No action needed.

- 10. STEERING COMMITTEE PRESENTATION**
 - a. Report on presentation of Committee's materials and findings to municipal partners scheduled for February 28, 2012
Board members invited to attend this meeting.
- 11. DIRECTOR'S REPORT AND REQUESTS FOR ACTION**
 - a. Programming/Communications Specialist job description
MOTION by Peterson, second by Sjoberg, to accept reallocation of personnel and changes in the job description with compensation up to \$18.35 per hour. Vote taken. All ayes. MOTION CARRIED.
- 12. POLICY AND PERSONNEL COMMITTEE report**

Peterson mentioned reviewing the Library's Emergency Plan at the last meeting of Policy and Personnel Committee.
- 13. COMMUNICATIONS COMMITTEE REPORT AND REQUEST FOR ACTION**
 - a. Report on reformatting of the "Bridge the Gap" letter to residents of partner communities
Howard distributed the latest version of the "Bridge the Gap" document.
Donaldson and Howard were authorized to proceed with printing the letter and its mailing.
- 14. CLOSED SESSION UNDER WI STATUTE 19.85 (1)(B) TO CONSIDER 2011 LIBRARY DIRECTOR EVALUATION AND TO CONSIDER CHANGE IN COMPENSATION OF LIBRARY DIRECTOR**

MOTION by Vanselow, second by Sjoberg to go into close session. Roll call vote taken. All ayes, MOTION CARRIED.
- 15. RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION ON 2011 LIBRARY DIRECTOR EVALUATION AND ANY CHANGE IN COMPENSATION OF LIBRARY DIRECTOR**

MOTION by Ostby, second by Vanselow, to reconvene in open session. Roll call vote taken. All ayes. MOTION carried.

MOTION by Sjoberg, second by Vanselow, to increase the Library Director's compensation by \$100 per month in 2012 not to exceed \$1,2000. Vote taken. All ayes. MOTION CARRIED.
- 16. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS**
- 17. ADJOURN**

MOTION by Ostby, second by O'Connor, to adjourn. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 10:00 p.m.

Minutes prepared by Linda Donaldson, Library Director.