



Hudson Area Joint Library Board of Trustees

Approved Meeting Minutes

6:30PM Monday July 9, 2012

700 First Street, Hudson, WI

1. CALL TO ORDER BY PRESIDENT BARB PETERSON AT 6:35 PM

2. ROLL CALL

Board Members Present: Roy Sjoberg, Rich O'Connor (departed 7:14 pm), Rob Howard, Barb Peterson, Marion Shaw (departed 7:34 p.m.).

Absent: Dan Koch, Rich Vanselow, Dave Ostby.

Visitors: Mary Davis, Linda Donaldson, Jim O'Connor, Ed Lucas, Christina Endres, Lisa Mitchell. Endres introduced herself as the new Programming/Communications Specialist.

3. APPROVE MEETING AGENDA

MOTION by Peterson, second by Howard, to approve the meeting agenda with one correction. Vote taken. All ayes. MOTION CARRIED.

4. SET DATE FOR NEXT REGULAR MEETING

August 13, 2012, 6:30 PM – the 2nd Monday of each month.

5. DISPOSITION OF MINUTES FROM May 14, 2012 BOARD MEETING AND OF ANY INTERVENING SPECIAL MEETING

Shaw asked about the meaning of “original draft” a term in the heading on the June 11 unapproved minutes document. Peterson explained that “original draft” implies that no changes were made after the first draft of the meeting minutes were sent out. Shaw expressed concern about legality of having minutes edited prior to the meeting, as Wisconsin Towns Association has said nothing should be edited prior to the next meeting, and he wondered if there was a final decision regarding this issue. Rich O'Connor stated that he had consulted with the City Administrator, and the City Administrator confirmed that the City meeting minutes are looked at by several people before they are taken to the following meeting for approval. Sjoberg reminded everyone that he had spoken to someone from the State of Wisconsin [Dan Hill, University of Wisconsin Extension Officer] who is in charge of open meeting laws and was informed by Mr. Hill that minutes are merely drafts until they are acted upon at the meeting. Shaw asks if recordings of the minutes should be made public.

MOTION by Howard, second by Sjoberg, to approve the meeting minutes of June 11, 2012 with one correction to agenda item 9b. Vote taken. Three ayes. Shaw and O'Connor abstained. MOTION CARRIED.

6. CITIZEN COMMENTS

Mitchell requested information how she could advocate on behalf of the library in the community.

7. PRESENTATIONS BY SUPPORTING ORGANIZATIONS

a. Friends of the Library None. Peterson noted a recent issue of the newspaper article about the Friends supporting a bookmark campaign with 4th graders in area schools.

8. PRESIDENT'S COMMENTS, REPORT, AND REQUESTS FOR ACTION

a. Strategic Priorities for 2013 Discussion

Peterson noted that regardless of the future funding level for the library, it is necessary to be making decisions about the library that are consistent with our strategic priorities from the Wilcox visioning session and the Himmel and Wilson report. Funding of the library will decide the library's future as well.

Peterson asked Board Members to express what ideas they have for the library's future.

Ideas expressed follow:

- Provide adult programming and community based programming
- Increase community partnership

- Establish the library as a Community gathering place
- Increase space by 10,000 Sp. Ft.
- Purchase the building
- Study the future of libraries when planning the future of the Hudson library
- Perform comparison study of similar libraries in the state and nation

APPROVAL OF FINANCE COMMITTEE CHARTER

MOTION by Sjoberg, seconded by O'Connor to approve the new Finance Committee Charter with minor modification at Item 1, with the deletion of the words, "at its July Meeting." Vote taken. Four ayes. Shaw nay. MOTION CARRIED.

O'Connor departed the meeting at 7:14 p.m. Quorum no longer present.

Shaw expressed concerns regarding the presence of a negative quorum and continuation of the meeting.

b. Ad hoc committee to draft fundraising policy

Peterson reported on the process in the development of the Ad hoc Committee. Susie Gilbert and Rich O'Connor have agreed to be members. She plans to contact Jim Lutiger and John Marnell.

MOTION by Shaw to adjourn meeting. No second. MOTION failed for lack of a second.

9. FINANCE COMMITTEE REPORT AND REQUESTS FOR ACTION

a. Impact of Chapter 43.64(2)(b) on status of Joint Library funding and 2013 budget

The Finance Committee will schedule a special meeting before the next Board Meeting to come up with several possible budgets scenarios one for if the library has to cut back funding, and one for if the library receives full funding.

Sjoberg reported that the Finance Committee typically has a budget ready for initial review at the July meeting. He noted there are too many variables this year and a preliminary budget will be presented at the August 13, 2012 meeting.

b. Recommendations regarding non-recurring invoices not within the 2012 Board approved budget

None as Sjoberg reported all invoices were regularly recurring items and within the budget.

10. STEERING COMMITTEE REPORT

a. Communication with municipality partners to discuss the future of the library

Peterson reported that Howard made a presentation on behalf of the Library Board at the St. Croix County Administration Committee meeting on June 18, 2012. The discussion item on the Administration Committee agenda was the County Levy Tax for Libraries and reducing the level of funding from 100% to 70% for rural circulation. Neil Soltis was spokesperson for the joint municipalities.

A follow-up meeting will be held on at the Government Center on Monday, July 16. Peterson sent a letter to that Administration committee asking that they proceed forward promptly in making the decision.

b. Steering Committee Charter

Peterson reported that there was no action taken by the Steering Committee to revise/update the Steering Committee Charter.

11. DIRECTOR'S REPORT AND REQUESTS FOR ACTION

- a. Donaldson reported that circulation has gone down, as well as the number of new card holders. Similar to River Falls, the library has about 500 visitors coming to the library per day, many who use the library's

Wifi service with their personnel computer. E-book usage has gone up. Donaldson reported that the library has added an adult summer reading program for adults. Donaldson also reported that the library is loaning out more items to other MORE libraries than receiving from other MORE libraries.

- b. Christina Endres started as the Programming/Communications Specialist on July 2.

12. POLICY AND PERSONNEL COMMITTEE REPORT

- a. None.

13. COMMUNICATIONS COMMITTEE REPORT

- a. Approval of Communications Committee Charter

Howard reported that the Communications Committee will review the Communications Committee Charter at the next meeting.

- b. Howard reported that there will be a screening for the Hudson Area Library Lakefront Park Video Contest in the conference room on Monday, July 16 at 7 p.m. There will be four videos for the screening. He instructed library staff to provide a link to the videos on the Library's Facebook page, the website, Hudson Patch, and to post with flyers throughout the library.

14. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

- a. Review July 16 County Administration meeting results.

Sjoberg commented that the Trustees need to advocate for the library.

Shaw comments that he believes the Board is conducting business without a quorum. Shaw departs meeting at 7:34.

15. ADJOURN

MOTION by Sjoberg, second by Howard, to adjourn. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 7:35 p.m..