



Hudson Area Joint Library Board of Trustees
Approved Meeting Minutes with Corrections
6:30PM Monday June 11, 2012
700 First Street, Hudson, WI

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

2. ROLL CALL

Board Members Present: Dave Ostby, Roy Sjoberg, Rich O'Connor, Dan Koch, Barb Peterson, Marion Shaw (departed 8:22 p.m.).

Absent: Rich O'Connor, Rich Vanselow.

Visitors: Mary Davis, Linda Donaldson, Jim O'Connor.

3. APPROVE MEETING AGENDA

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

4. SET DATE FOR NEXT REGULAR MEETING

July 9, 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

MOTION by Sjoberg, second by Koch, to approve the meeting minutes of May 14, 2012. Vote taken. Four ayes. Shaw and Howard abstained.

6. CITIZEN COMMENTS

None.

7. PRESENTATIONS BY SUPPORTING ORGANIZATIONS

a. Friends of the Library

None.

b. Hudson Area Library Foundation

MOTION by Ostby, second by Shaw, that the Foundation, based on the Foundation' charter, be formally requested to begin fundraising towards the purchase of this building (700 1st Street) from the City of Hudson and to provide monthly updates to this board at the regular board meeting. Vote taken. Two ayes. Koch, Howard, Sjoberg, and Peterson nay. MOTION FAILED.

MOTION by Koch, second by Howard, to remove Hudson Area Library Foundation as an official recurring agenda item from future agendas and allow the Foundation to contact the Board President when they wish to report and inform the Board of their activities. Vote taken. Five ayes. Ostby nay. MOTION CARRIED.

MOTION by Howard, second by Sjoberg, to request that a Library Board Member be a member of the Foundation board as an Ex Officio voting member. Vote taken. Five ayes. Shaw nay.

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

a. Meeting Room Norms

Peterson noted meeting room norms at the beginning of the agenda and noted that the meeting norms will be included on all Library agendas and requests that the norms be adopted for employee meetings.

- We will listen respectfully and one person will speak at a time.
- We will be open-minded and respectful of different opinions.
- We will stay positive.
- We will comfortably share our thoughts and opinions.
- We will come prepared to contribute to the meeting.

b. Strategic Priorities for 2013

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. Strategic priorities will be a discussion item at the next regular Library Board meeting. Donaldson will send to all Board Members the results of the November 2010 visioning session and the Himmel and Wilson survey report.

c. Ad hoc committee to draft fundraising policy

Peterson will be creating an Ad hoc committee to develop a fundraising policy. The policy would include gift acceptance, recognition, gift receipt, and working on a relationship with the City and potentially with the Foundation concerning gifts for operational issues. Committee membership will be individuals that have interests and knowledge in the area of fundraising.

d. Review of committee charters

Peterson requested that committees review and update committee charter as needed. Charters will be an action item at the next regular meeting of the Board.

9. ELECTION OF OFFICERS FOR JUNE 2012 THROUGH JUNE, 2013

a. President

Sjoberg NOMINATED Peterson as the Library Board President. SECOND by Koch. No other nominations were made. MOTION by Koch, second by Sjoberg, to close nominations. Roll call vote. All ayes. Peterson accepted the nomination.

b. Vice President

Shaw NOMINATED Vanselow for Vice President. SECOND by Ostby. Koch NOMINATED Sjoberg for Vice President. MOTION by Koch, second by Ostby, to close nominations. Vote taken. All ayes. Roll call vote for Vanselow. Ostby and Shaw aye. Roll call vote for Sjoberg. Howard, ~~Ray, Rob, Barb~~ Koch, Sjoberg, Peterson ayes. Sjoberg accepted the nomination. (correction 7/9/2012)

10. FINANCE COMMITTEE REPORT AND REQUESTS FOR ACTION

a. Impact of Chapter 43.65(2)(b) on status of JOINT LIBRARY funding 2013 Budget

Sjoberg reported that the Library is an agenda item on the June 18 County Administrative meeting notice. Funding for nonresidential services at 100% vs. 70% will be discussed.

Sjoberg noted that the Finance Committee is recommending that the Library Board accept the Finance Committee resolution. *See below.*

Finance Committee resolution:

The Finance Committee in order to sustain the vitality of the Hudson Area Library and acknowledging that a breakeven budget amount requires revenue resources of approximately \$870,000 that the Library Board of Trustees adopt a resolution supporting the conversion of the Joint Library to a City of Hudson Library and the City of Hudson finds the means to increase its funding to an amount sufficient to exempt City of Hudson taxpayers from the county library tax levy.

MOTION by Shaw, second by Ostby, to table action on the Finance Committee recommendation to the July meeting. Vote taken. Two ayes. Peterson, Sjoberg, Howard, and Koch nay. MOTION FAILED.

MOTION by Sjoberg, second by Howard, to defer action on Finance Committee recommendation until after discussion by the STEERING COMMITTEE REPORT AND REQUEST FOR ACTION BELOW (11B). Vote taken. Four ayes. Ostby and Shaw nay. MOTION CARRIED.

MOTION by Ostby, second by Shaw, to dissolve the Finance Committee. Two ayes. Peterson, Sjoberg, Howard, and Koch nay. MOTION FAILED.

b. GRANITE RE, INC. claim status

Sjoberg sent a NOTICE OF DISALLOWANCE to Granite RE, INC. denying the claim. Granite RE, INC. has six months to file a lawsuit and if they file a lawsuit Statewide Services, Inc. will provide legal consult.

- c. Recommendations regarding non-recurring invoices not within the 2012 Board approved budget
All expenses are recurring and within the 2012 board approved budget.

11. STEERING COMMITTEE REPORT

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

Peterson reported that she and Sjoberg were in attendance at the May 30 Common Council meeting at which Neil Soltis, City Finance Officer, presented information on the funding impact of Chapter 43.25 (2)(b) to the library and the City of Hudson. Mayor Burchill requested that the Library Board of Trustees pass a recommendation outlining the future direction of the library.

Steering Committee overview by Peterson:

The Steering Committee has continued to look at library funding issues, trying to be strategic about the future of the library and trying to play a role as the four partners define a way to move forward that makes the most sense, as well as, trying to fulfill the responsibilities as library trustees to sort out what seems to be in the best interest of the library and trying to thoroughly explore all the funding options available. As a result, the Steering Committee and Finance Committee honored Mayor Burchill's request, and it was felt appropriate to deal with the ramifications on the library if the county reverted back to 70 % funding and what impact that would have on library operations.

If the library became a City of Hudson Library and reimbursement was at the 70% level, it means that the taxpayers of Hudson would be subsidizing the use of this library by a significant amount by the Town of Hudson, Village of North Hudson, and Town of St. Joseph to the tune of 30%. The consensus is that a City Library is the best way to move forward and given that it makes sense to support 100% funding for nonresidential services. If funding is only at 70% there is really no incentive to provide services to nonresidents.

The Steering Committee moved to accept and endorse the resolution of the Finance Committee and further to identify the best solution to remedy the library governance and funding issues. The Steering Committee recommends that the Library Board of Trustees adopt a resolution at the June 11th meeting consistent with the Finance Committee resolution.

Document "Hudson Area Joint Library Resolution, June 11, 2012" was distributed.

- b. Approval of recommended Pathway for the Hudson Joint Area Library

MOTION by Sjoberg, second by Howard, to adopt the "Hudson Area Joint Library Resolution-June 11, 2012" recommendation. Vote taken. Four ayes. Shaw and Ostby nay. MOTION CARRIED.

12. DIRECTOR'S REPORT AND REQUESTS FOR ACTION

Donaldson reviewed the May Director's report noting circulation of materials, cardholders, Internet access, conversion of the Training Room to a Quiet Computer Room, blinds, Summer Reading Program, and software upgrade.

- a. Donaldson reported that the "Bridge the Gap" revenue as of June 4, 2012 was \$24,805 and after expenses the total revenue is \$20,193.
- b. The candidate for the Programming/Communications Specialist position has confirmed acceptance of the position and will start work on July 1.

13. POLICY AND PERSONNEL COMMITTEE REPORT

- a. Approval of Library Director's Goals for 2012

Koch presented an overview of the Library Director's goals. MOTION by Koch, second by Howard, to approve the Library Director's goals for 2012. Vote taken. All ayes. MOTION CARRIED.

- b. Approval of Revised Meeting Room Policy

Koch reported that the change to the Meeting Room Policy was the inclusion of “Rooms may not be used for non-library sponsored recitals.” MOTION by Koch, second by Sjoberg, to approved the Meeting Room Policy with the statement “non-library sponsored recitals. Vote taken. All ayes. MOTION CARRIED.

14. COMMUNICATIONS COMMITTEE REPORT

Howard reported that the video contest deadline was extended to June 18. The next meeting of the Communications Committee will be on June 19 to review the video entries and to move forward on the public viewing of the videos on June 24.

15. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

- a. Approval of reviewed Committee Charters
- b. Strategic priorities

16. ADJOURN

MOTION by Koch, second by Howard, to adjourn. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 8:42 p.m..

Meeting minutes prepared by Linda Donaldson