



Hudson Area Joint Library Board of Trustees
Unapproved Meeting Minutes
6:30PM Monday September 10, 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, Rob Howard, Barb Peterson, Marion Shaw, Dan Koch, Rich Vanselow, Dave Ostby

Visitors: Alan Burchill, Ed Lucas, Gloria Kramer, Jeff Zais, Dan Gavin, Matthew Winkler, Scott O'Malley, Christina Endres, Linda Donaldson, Chris Kilber

- 3. APPROVE MEETING AGENDA**

Peterson requested that agenda item 8b follow agenda item 4, and that Item 10a follow item 4.

MOTION by Ostby, seconded by Vanselow, to approve the agenda but not necessarily in the order posted. All ayes.

- 4. SET DATE FOR NEXT REGULAR MEETING**

October 8, 2012, 6:30 PM – the 2nd Monday of each month.

Status of request for an opinion from independent counsel regarding questions related to quorum raise at August 13, 2012 meeting.

At last Board meeting, a motion was passed to seek legal counsel to answer questions regarding quorum.

Donaldson presented a fact sheet from UW Extension, which stated that "Once a quorum is lost, the body may adjourn or, as noted above, may discuss, but not act on, the topics that are remaining on the agenda, or may schedule an adjourned meeting."

Further discussion: Ostby has asked the attorney of the Towns Association about the matter, and the attorney said that when there is not a quorum the only action that can be taken is to adjourn. Ostby asked if discussions could continue and the attorney said it depends on the circumstances, however, it is safer to end the meeting. O'Connor expressed concern with the Extension document's use of the words "can" and "should" rather than "must." However, he felt a decision needs to be made.

MOTION by Sjoberg, seconded by Howard, to approve the July minutes. Vote taken. 5 ayes. Shaw and Ostby opposed. Abstain: Vanselow. MOTION CARRIED.

- 5. DISPOSITION OF MINUTES FROM JULY 9, 2012 BOARD MEETING AND OF ANY INTERVENING SPECIAL MEETING**

Donaldson noted that the term "Original Draft" at the top of the document should have been removed. Ostby asked for clarification under item 10a, by changing the second sentence from "The town is planning to put forth a referendum..." to "The Town Chair may consider putting forth a referendum..."

MOTION by O'Connor, seconded by Sjoberg, to approve the minutes with the change to item 10a. Vote taken. All ayes. MOTION CARRIED.

- 6. CITIZEN COMMENTS.**

Kramer noted that the library has an incredible group of volunteers that want it to succeed, and are doing everything they can to help. They would like to know what else they can do, and would also like to know that everybody is on board to keep the library. Her vision is that the Hudson Library will be the library that smaller libraries come to for guidance, help and suggestions. She asked that the Board please do everything possible to resolve the monetary situation and keep the building.

7. PRESENTATIONS BY SUPPORTING ORGANIZATIONS

a. Friends of the Library

None.

b. Hudson Area Library Foundation

Zais spoke with the Hudson Area Library Foundation board about the possibility of having a board member from the Library on the Foundation Board, and vice versa. The Foundation is amenable to having a member of the Library Board serve on the Foundation Board. Zais would like to see a member of the Foundation on the Library Board as well.

8. STEERING COMMITTEE REPORT AND REQUESTS FOR ACTION

a. **Communication with municipality partners to discuss the future of the Library**

Peterson invited Mayor Burchill to the meeting to hear the discussion about funding options. Gavin, Chairman of the Town of St. Joseph's, was also in attendance.

Two possible funding options were discussed at the meeting.

1. Sjoberg outlined a plan that would lessen the increase in the tax burden on the partnering municipalities if they are not exempt from the county library tax. This could be achieved through a levy transfer.

Correction
10/8/2012

According to an exemption in the state statutes, pursuant to an intergovernmental agreement (i.e., a joint library agreement), parties can agree to a different equitable distribution of the cost. In this way, costs can be shifted between partners, as long as the total amount does not change. The arrangement put together by Sjoberg and City financial advisor Neil Soltis would provide tax savings of over \$150,000 to the municipal partners of St. Joseph, Town of Hudson, and the Town of North Hudson and would reduce the city of Hudson tax by \$10,000. There would be no increase in revenue to the library. Sjoberg has run this idea by the Department of Revenue and has confirmed that it is possible. This option only works if the library remains a joint library. As of now, the numbers presented and put together by Soltis are preliminary calculations and not necessarily accurate. This is not a permanent solution, but would help the situation for municipalities for 2013. In this case, the partners would not be exempt from county tax, and therefore would not have to declare anything by Sept. 24. Taxes would still go up for the municipalities, but not nearly by as much as they would if the transfer did not take place.

Gavin asked several clarifying questions about the tax, the different amounts for the municipalities and how the county would know how much they owed. It was clarified that the county tax was a separate matter, and that the municipalities would still be paying the full county tax. The change would be in the amount paid to the library, and this would be determined by the joint library agreement.

Vanselow expressed concern from the city standpoint, that this arrangement puts the city at risk for future payments to the library. Burchill expressed concern that if the levy comes back, the city would have continue to come up with a large sum of money because of maintenance of effort.

2. O'Connor proposed an option in which the municipalities would all have to pay 100%, but then would be refunded 30%, similar to a rebate. O'Connor does not see this as a permanent solution either, but rather as a way to make things work for now so that there is more time to go to the State legislature and handle the issue at a statue level. This option would benefit the library, however would not keep taxes as low as option one.

Gavin brought up the issue that if the town gets money back from the library, it goes to the town, not the taxpayers. Gavin discussed the idea that at a local level this money would go into a reserve fund to lower the levy in the following year. With this option, municipalities would need to declare that they would pay the 100% by Sept 24.

Municipal leaders present (Burchill and Gavin) expressed that the Trustees should make a recommendation to their municipalities regarding funding and what is best for the library. Gavin stressed that he believes the Trustees should be beholden to the library first and not to the municipalities. The municipal leaders then left the meeting.

Discussion ensued about differences between the two options. Either way, taxes will be going up for residents, but the question is to what extent. Option one doesn't increase funding for the library but keeps the taxes down and lessens the burden for municipalities to remain a joint library. Option two raises taxes to a

higher extent but increases funding for the library. Trustees agreed that both of the above options and all other possible options should be explored to fund the library.

MOTION by Ostby, seconded by Sjoberg, to approve a resolution stating, "Since the four partners desire to remain a joint library, the Board of Trustees supports continuing as a joint library in 2013 and further recommends that all parties fully explore funding options for 2013." Vote taken. All ayes. MOTION CARRIED.

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

a. Responses to 2013 Preliminary Budget Letter to Municipal Leaders

Peterson sent the preliminary budget to the municipal leaders with a cover letter.

b. Approve appointment to the fundraising policy ad hoc committee

Nothing new to add on this matter.

d. Support for gift annuities.

It was decided that this matter be carried over to the next meeting.

e. Request for Board to go paperless.

O'Connor requested that the Board try to go paperless in order to save paper and money spent on mailings, and to help ensure that he receives materials on time. He suggested that Donaldson email the Board meeting packets out to members. Shaw and Ostby would still like to receive paper copies. Donaldson will email copies of meeting materials to all Board members, except for Shaw and Ostby, who will receive paper copies in the mail.

f. Board continuing education on the future of public libraries

Peterson will attend the seminar in River Falls called "Future-Proof Your Library" and report back to the Board.

10. FINANCE COMMITTEE REPORT AND REQUESTS FOR ACTION

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

All invoices were regularly recurring and within the budget.

b. Status of Granite RE, Inc. Claim

Sjoberg reports that Granite RE has asked for \$4,500 to settle the matter. The Finance Committee recommended that the Board reject the offer to settle at \$4,500 and instead continue the Library's offer at \$2,500 and suggest to the insurance company that they pay the remaining \$2,000. Peterson clarified that the attorney believes the greatest amount the library would have to pay would not be over \$4,500.

MOTION by Shaw, seconded by O'Connor, to offer to pay \$2,286 with the insurance company paying \$2,000 and taking \$1,566 from funding line item 212 and \$720 from funding line item 249 to cover the \$2,286. .

Vote taken. 7 ayes. Howard opposed. MOTION CARRIED.

11. DIRECTOR'S REPORT AND REQUESTS FOR ACTION

a. Discussion and action on Library operations

Donaldson reports that the Library is no longer going to put money into the blinds and recommended that in the future the Library Board should consider replacing them, not repairing them. Donaldson notes that the new patron count is down from 2011 (at 297 patrons), but that total number of patrons is up. Checkouts and renewals are at 231,000, down from last year's number of 253,000. People entering the library continues to average about 500 a day. Downloadable checkouts are up from last year. In 2011, total was 4, 200, and this year so far there are almost 6,000. She plans to update the titles on the Kindles soon. Internet usage is down, but by observation, computers are busy. Bridge the Gap donations have totaled \$27,000 with \$22,000 after expenses. A memorial was created for June Savadge to benefit the Bridge the Gap Fund. Donaldson would like to start talking about initiating a new fund drive.

12. POLICY AND PERSONNEL COMMITTEE REPORT

a. Approval of Patron Code of Conduct

MOTION by Howard, seconded by Vanselow, to recommend approval of the Patron Code of Conduct. Question from Shaw about wording of SMOKING/CHEWING TOBACCO rule and the use of the words “or displayed.” Agreement from other Board members that this wording was confusing. Motion amended to approve Patron Code of Conduct those words removed. Vote taken. All ayes. MOTION CARRIED.

b. Approval of Policy and Personnel Committee Charter

Charter was reviewed and no substantive changes were made. MOTION by O’Connor, seconded by Koch, to approve the Policy and Personnel Charter. Vote taken. All ayes. MOTION CARRIED.

13. COMMUNICATIONS COMMITTEE REPORT

a. No report.

14. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

- a. Koch suggests that in the future the Director’s Report should be moved much further up on the agenda. Board members agreed by consensus.

15. ADJOURN

MOTION by Ostby, seconded by Koch, to adjourn the meeting.. Vote taken. All ayes. MOTION CARRIED.
Meeting adjourned at 9:01 pm.

Meeting minutes prepared by Christina Endres