



**Hudson Area Joint Library Board of Trustees  
Approved Meeting Minutes  
6:30 PM Tuesday, September 17, 2013  
700 First Street, Hudson WI**

**1. CALL TO ORDER BY RICH O'CONNOR (PRESIDENT) AT 6:30 PM**

**2. ROLL CALL**

*Board Members Present: Rich O'Connor, David Ostby, Marion Shaw, Rich Vanselow, Dan Koch, Curt Weese and Karen Homeier.*

*Board Members Absent: Barb Peterson*

*Library Staff: Linda Donaldson and Alexandria Olson.*

*Visitors & Guests: David Hardin and Gloria Kramer.*

**3. APPROVE MEETING AGENDA**

MOTION by Shaw to, remove the meeting norms from the agenda and approve the meeting agenda; seconded by Weese. Vote taken: all ayes (7). MOTION CARRIED.

**4. DATE FOR NEXT REGULAR MEETING**

Tuesday, October 15, 2013, 6:30 pm (the 3rd Tuesday of each month.)

MOTION by Vanselow to, approve the date for the next meeting; seconded by Ostby.

Vote taken: all ayes (7). MOTION CARRIED.

**5. DISPOSITION OF MINUTES FROM AUGUST 20, 2013 BOARD MEETING AND OF ANY INTERVENING SPECIAL MEETINGS**

MOTION by Vanselow to, approve disposition of the minutes with correction of the date (under item #7c); seconded by Ostby. Vote taken: all ayes (6). Abstained: Shaw.

MOTION CARRIED.

**6. CITIZEN COMMENTS**

*Gloria Kramer encouraged the library to seek assistance from volunteers.*

**7. DIRECTOR'S REPORT AND REQUEST FOR ACTION**

a. Review Year-to-Date Revenue and Expenditure Report

*Donaldson* Year-to-date review of revenue and expenditure report.

*O'Connor* requests that a chart be created to display a 5-year graph to include cardholders, circulation activities, print v.s. non print statistics.

*Koch* noted that students in the Hudson area have a high level of access (90%) to computers.

*Donaldson* noted fund balance is \$232,512.

b. Review 2013 actual financial report

i. Consider reallocation line item funds

*Donaldson* proposes that \$18,000 be taken from a \$23,000 credit (under PT Salaries) and reallocated into Books (\$10,000), Audio/ Video (\$4,000) and Periodicals (\$4,000).

MOTION by Shaw to, hold the \$23,000 projected surplus in PT salaries funding; seconded by Vanselow. Vote take: all ayes (7). MOTION CARRIED.

c. Review 2014 Budget

i. Trustee's presentation to municipal boards

d. Review "Bridge the Gap" appeal for 2013

i. Savadge Memorial Fund

*Donaldson* noted \$950 has been received at this point for BTG.

*Donaldson* requests funds from BTG be used to pay for the cost of printing (\$2,974 under Office Supplies line item) and postage (\$1,464 under Postage line item).

MOTION by Weese to, transfer funds from BTG to Printing and Postage line items; seconded by Shaw. Vote take: all ayes (7). MOTION CARRIED.

ii. Website

*Olson* noted that the information from BTG has been place on the library's website as a PDF; the current amount received for BTG (including the Savadge Memorial Fund will also be posted and updated.)

**8. PRESENTATIONS BY SUPPORTING ORGANIZATIONS**

a. Friends of the Library

*Kramer* invites members of the board and the community to attend Friends meetings; encourages the library to make use of technical support by volunteers that are available.

*Weese* calls for point of order; discussion is moved to the next item on the agenda.

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

a. Review alternative proposal to renewing building lease

*Discussion; no action taken.*

b. Review Hudson Community Foundation request

*No discussion; no action taken.*

**10. UPDATE BY TRUSTEES IN REGARDS TO 2014 MUNICIPAL MEMBERSHIP AND ACTION TAKEN ON ITEM #7 OF THE JOINT AGREEMENT REGARDING THE PROVISION FOR REIMBURSEMENT PAYMENTS TO OTHER LIBRARIES**

*Vanselow* mentioned that St. Joseph's Township will keep Item #7; this would require Hudson to reimburse other libraries and increase the library's deficit.

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

Reviewed August report on revenue and expenditures.

MOTION by Ostby to, approve finance report and adoption of expenditures; seconded by Vanselow. Vote taken: all ayes (7). MOTION CARRIED.

**12. PERSONNEL COMMITTEE REPORT AND REQUESTS FOR ACTION**

*No discussion; no action taken.*

**13. CONSIDER FORMATION OF A NEW LIBRARY FOUNDATION FOR OPERATION FUNDING**

*No discussion; no action taken.*

**14. NEW AD HOC COMMITTEE REPORT AND REQUESTS FOR ACTION**

*Discussion* on finding an alternative building for the library, partnering with the Hudson school district and/ or Phipps and Fundraising to support the library.

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

The library building: evaluating the lease agreement for renegotiation; possible short term lease extension.

**16. ADJOURN**

MOTION by Ostby to adjourn the meeting; seconded by Shaw. Vote taken: all ayes (7).  
MOTION CARRIED. Meeting adjourned at 8:57 pm.

*Library Board meeting minutes prepared by Alexandria Olson*