



Approved Hudson Area Joint Library Board of Trustees

6:30 PM Tuesday July 15, 2014

700 First Street, Hudson WI

1. MEETING CALLED TO ORDER BY O'CONNOR AT 6:33 PM

2. ROLL CALL

Board members present: Barbara Peterson, Karen Homeier, Dave Ostby, Rich O'Connor, Curt Weese, Marion Shaw.

Absent: Rich Vanselow, Dan Koch.

Staff present: Linda Donaldson, Library Director, Matthew Winkler, Associate Librarian

Visitors and guests: Grady Holmes, Donna Miller, Joyce Law, Steve Anderson, Susie Gilbert

3. APPROVE MEETING AGENDA

MOTION by Ostby, second by Peterson, to approve the agenda and not necessarily in that order. Vote taken. All ayes. MOTION CARRIED.

4. DATE FOR NEXT REGULAR MEETING

August 19, 6:30 PM – the 3rd Tuesday of each month

5. DISPOSITION OF MINUTES FROM JUNE 17, 2014 BOARD MEETING AND OF ANY INTERVENING SPECIAL MEETINGS

MOTION by Peterson, second by Homeier, to approve the minutes. Vote taken. Four ayes. Shaw and Weese abstained.

6. CITIZEN COMMENTS

None.

7. DIRECTOR'S REPORT

a. Discussion and possible action on library operations

Donaldson reported on library operations that included the number of new patrons in June, delivery and replacement of water damaged book bins and shelf end caps, total number of cardholders, and a breakdown of materials added to the collection between January and June 2014.

b. Discussion and possible action on reimbursement requests from area libraries

Donaldson reported that surrounding libraries were consulting with legal resources in regards to reimbursement for items circulated to the Town of Hudson, Town of St. Joseph, and Village of North Hudson residents.

c. Discussion and possible action on cataloging materials in house vs. contracting this service through MORE for a fee

Discussion and no action taken.

d. Discussion and possible action on library automation software

Board viewed a video about the Alexandria automation and management software. Discussion and no action taken.

e. Discussion and possible action on MORE Participation Agreement with IFLS as Service Provider for a Fee

No discussion and no action taken.

8. PRESENTATIONS BY SUPPORTING ORGANIZATIONS

a. Friends of the Library

Law reported the Friends have collected \$125,000 in Family Fresh receipts, reported on the next book sale and the next antique appraisal program.

9. President's comments, report, and requests for action

a. Discussion and possible action Library Leadership Communication Forum

Gilbert gave a report on the recommendation of the Leadership Group. No discussion and no action taken.

- b. Discussion and possible action hiring library strategies/fundraising consultant
MOTION by Ostby, second by Homeier, to approve entering an agreement between Hudson Area Joint Library and Library Strategies Consulting Group as presented and sharing cost three-ways. Vote taken. Four ayes. Shaw and Weese nay. MOTION CARRIED.
- c. Discussion and possible action on annual fund raising campaign
No discussion and no action taken.

10. FINANCE COMMITTEE REPORT

- a. Discussion and possible action on regularly recurring expenditures that are within the Board approved 2014 budget
MOTION by Ostby, second by Shaw, to approve the regularly recurring expenditures of \$22,582. Vote taken. All ayes.
- b. Discussion and possible action on invoices that are not recurring or are not within the 2014 Budget vs. Actual to Date
None.
- c. Discussion and possible action 2014 year-to-date revenue and expenditure report
No discussion and no action taken.
- d. Discussion and possible action on 2013 and 2014 budget comparison
No discussion and no action taken.
- e. *Discussion and possible action replacement of 3M Windows XP check-out stations
MOTION by Shaw, second by Weese, to approve the purchase of two 3M self-checkout stations at \$5,100. Vote taken. All ayes. MOTION CARRIED.

11. OTHER BUSINESS

None.

12. PERSONNEL COMMITTEE REPORT AND REQUESTS FOR ACTION

None.

13. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

Draft 2015 Operational Budget

14. ADJOURN

MOTION by Weese, second by Shaw, to adjourn. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 8:20 PM.

Minutes prepared by Barbara Peterson