



Hudson Area Joint Library Board of Trustees

Approved Meeting Minutes

6:30 PM Tuesday October 21, 2014

700 First Street, Hudson WI

1. MEETING CALLED TO ORDER BY OSTBY AT 6:31 PM

2. ROLL CALL

Board members present: Barbara Peterson, Karen Homeier, Marion Shaw, Rich Vanselow, Dan Koch, Dave Ostby

Absent: Rich O'Connor, Curt Weese

Staff present: Linda Donaldson, Library Director

Visitors and guests: Joyce Law, Gloria Kramer, Grady Holmes

3. APPROVE MEETING AGENDA

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

4. DATE FOR NEXT REGULAR MEETING

November 18, 2014 6:30 pm – the 3rd Tuesday of each month

5. DISPOSITION OF MINUTES FROM AUGUST 19, 2014 BOARD MEETING AND OF ANY INTERVENING SPECIAL MEETINGS

MOTION by Shaw, second by Peterson, to approve the minutes. Vote taken. All ayes. MOTION CARRIED.

6. CITIZEN COMMENTS

None.

7. DIRECTOR'S REPORT

a. Discussion and possible action on library operations

Donaldson reviewed the September 2014 Library Director's report.

b. *Discussion and possible action on St. Croix County request for reimbursement

The library board stands by the Amendment to the 2008 Joint Library Agreement effective January 1, 2014.

NOW THEREFORE, the member municipalities of the Hudson Area Joint Library Agreement hereby agree as follows:

A. Deletion of Item 7 from the 2008 Agreement. The 2008 Joint Library Agreement is hereby amended to delete in its entirety Item 7 which currently reads as follows:

7. REIMBURSEMENT OF OTHER LIBRARIES. The Joint Library will reimburse other libraries in St. Croix County for any shortfall between what they receive for library services from St. Croix County and the rural circulation funding that they would have received if no towns participated in the Hudson Area Joint Library. Payments will be made annually upon application by each library and will continue as long as the State of Wisconsin mandates reimbursement for rural circulation.

8. PRESENTATIONS BY SUPPORTING ORGANIZATIONS

a. Friends of the Library

Joyce Law presented a \$15,000 check to the library board. This donation will be added to the library's operational budget.

Kramer reported on the status of the Family Fresh receipts.

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

a. Discussion and possible action Library Leadership Communication Forum

The library strategic planning retreat is scheduled on October 25, 2014, 9-4 PM.

MOTION by Peterson, second by Homeier, that a request be made to add line item 217-Planning Study to the budget to cover the cost of Library Strategies Consulting and related cost be assigned to that line item of the budget.

b. Discussion and possible action on annual fund raising campaign

AMENDED MOTION by Peterson, second by Vanselow, to include "fundraising campaign materials be brought to the board for approval at the November 18th meeting". Five ayes. Shaw opposed. MOTION CARRIED.

MOTION by Peterson, second by Vanselow, to move forward hiring Library Strategies Consulting to prepare fundraising campaign materials that would be distributed as soon as possible this fall with the cost not to exceed \$2,000. Vote taken. Four ayes. Shaw and Ostby opposed. MOTION CARRIED. Stu Wilson will be invited to attend the next meeting of the library board.

10. FINANCE COMMITTEE REPORT

a. Discussion and possible action on regularly recurring expenditures that are within the Board approved 2014 budget

Motion by Peterson, second by Homeier, to approve the regularly recurring expenditures of \$100,784.87. Vote taken. All ayes. MOTION CARRIED. The recurring expenditure amount included the Giersen Company of MN invoice of \$17,988.38 for damage to library content.

b. Discussion and possible action on invoices that are not recurring or are not within the 2014 Budget vs. Actual to Date

It was noted that the Town of St. Joseph has paid the second half of the municipal funding.

1. *Discussion and possible action on Giersen Company of MN for water mitigation and repair

The Giersen Company of MN submitted an invoice for the water remediation of \$17,988.38.

c. Discussion and possible action 2014 year-to-date revenue and expenditure report

Discussion and no action taken.

d. Discussion and possible action on 2013 and 2014 budget comparison

The year-to-date comparison show a net operating revenue of \$2,900.

11. OTHER BUSINESS

None.

12. PERSONNEL COMMITTEE REPORT AND REQUESTS FOR ACTION

None.

13. BOARD COMMENTS AND ITEMS FOR FUTURE AGENDAS

Shaw commented on the retreat attendees and inquired on the selection process.

14. ADJOURN

MOTION by Vanselow, second by Shaw to adjourn. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 7:26 PM.

*Items Added

Minutes prepared by Barbara Peterson