



**Hudson Area Joint Library Board of Trustees**  
**Approved Meeting Minutes** **Not Televised**  
**Tuesday, February 17, 2015, 6:30 PM**  
**700 First Street, Hudson WI**

**1. MEETING CALLED TO ORDER BY O'CONNOR AT 6:30 PM**

**2. ROLL CALL**

*Board Members present: Barbara Peterson, Marion Shaw, Rich O'Connor, Karen Homeier, Rich Vanselow, and Curt Weese arrival at 6:38 PM*

*Absent: Dan Koch, Dave Ostby*

*Staff present: Linda Donaldson, Matthew Winkler*

*Visitors and guests: Gloria Kramer*

**3. APPROVAL OF CONSENT AGENDA ITEMS**

MOTION by Vanselow, second by Shaw, to approve the following consent agenda items with the removal of Finance Committee report items e.a. 1&2. Roll call vote taken. All ayes. MOTION CARRIED.

- a. *Approve meeting Agenda*
- b. *Date for next regular meeting (March 17, 2015 6:30 pm – the 3rd Tuesday of each month)*
- c. *Disposition of Minutes from January 20, 2014 Board meeting and of any intervening special meetings*
- d. *Director's report*

- a. *Discussion and action on Library Director's monthly report*
- b. *Discussion and possible action on annual fundraising campaign update*

e. Finance Committee report

- a. Discussion and possible action on invoices that are not regularly recurring or are not within the 2015 Budget vs. Actual to Date

1. Discussion and possible action on hardware and software purchases

MOTION by Peterson, second by Vanselow, to approve the replacement technology proposal in the amount of \$12,424 that was part of the IT plan previously approved and to approve the purchase of three wireless access points in the amount of \$1,170 with the expenditures posted under line item 396-Technology. Vote taken. All ayes. MOTION CARRIED.

2. Discussion and possible action on children's department furnishing

MOTION by Peterson, second by Weese, to approve the expenditure of \$739.47 to purchase a table and three chairs to be used with the AWE-Early Literacy Station that was donated to the library posting this expenditure under line item 312-Office Supplies. Vote taken. Five ayes. Shaw nay. MOTION CARRIED.

- b. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2015 budget*

- c. *Discussion and possible action on 2014 and 2015 budget comparison*

**4. CITIZEN COMMENTS**

Kramer reported on Family Fresh receipts.

**5. PRESENTATIONS BY SUPPORTING ORGANIZATIONS**

- a. Friends of the Library  
None.

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

- a. Discussion and possible action Library Leadership Communication Forum  
O'Connor reported that the Library Director has resigned and expressed a thank you to her for years of service to the library and community. Shaw reported he is appreciative of her dedication to the job.

As noted at the last meeting, the Friends of the Hudson Library and the Library Foundation are discussing the possibility of combining the two organizations. The next meeting of the planning committee is Thursday, February 19, 2015.

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

None.

**8. OTHER BUSINESS**

- a. Discussion and possible action on Collection Development Policy  
Collection Development Policy was reviewed and changes noted. Final draft will be presented at the March 17 Library Board meeting.
- b. Discussion and possible action on 5-year anniversary celebration in building  
Discussion with no action taken.
- c. Discussion and possible action on "Gifts, Donations, Bequest Acceptance Policy"  
MOTION by Peterson, second by Homeier, to approve the "Gifts, Donations, Bequest Acceptance Policy."  
Vote taken. All ayes. MOTION CARRIED.
- d. Discussion and possible action on "2014 Annual Report"  
MOTION by Peterson, second by Vanselow, to approve the 2014 Annual Report. Vote taken. All ayes.  
MOTION CARRIED.
- e. Discussion and possible action on Library Director's resignation
  - a. Interim Succession Plan
  - b. Library Director Succession PlanRecruitment referred to Policy and Personnel Committee by consensus. Peterson and Homeier expressed willingness to assist in the recruitment process.

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

- a. Updated Technology Holdings Report
- b. WiFi Data Connection Report
- c. Collection Development Policy
- d. Library Strategic Planning Report

**10. ADJOURN**

MOTION by Vanselow, second by Weese, to adjourn. Vote taken. All ayes. MOTION CARRIED. Meeting adjourned at 8:53 PM.