

Minutes of the Hartland Public Library
Board of Trustees
Regular meeting on Thursday, April 11, 2024
Submitted by Lisa Feldner, Secretary

I. Call to Order was made at 5:03pm by President Lee Bromberger. Present were Trustees Lee Bromberger, Amy Reichert, Elise Miller, Lisa Feldner, Lisa Kwiat, Linda Hallquist, Robyn Ludtke, and Library Director Andrew Kristensen. Tom Truttschel was absent.

II. Public Comment: Please be advised that the audio of this meeting will be recorded and available online through the Library's website. There was no public comment.

III. Consideration of Library Board Minutes of the March Meeting

- a. Robyn Ludtke motioned to approve the minutes of the March meeting with the correction of her name in section VII (no "e"). Lisa Kwiat seconded. The motion carried unanimously.

IV. Financial Affairs

- a. Consideration of the March Bills
 1. Amy Reichert motioned to approve the March Bills. Linda Hallquist seconded. The motion carried unanimously.
- b. Status of the Budget

V. Director's Report

- a. Statistics
- b. Staff Updates, Buildings and Grounds, & Miscellaneous
 1. Our three new employees, Cait, Michele, and Brianna, have all started, and they're fitting in extremely well.
 2. Hoopla continues to be an issue for all libraries in our system. At the last director's meeting in March, the directors voted as a system team (one director voted nay) to lower Hoopla checkouts at each library from 4 to 2 in order to present a united front to patrons. However, this has not occurred yet, as the company that runs Hoopla has stonewalled our system from dropping the checkouts allowed. The directors are discussing the issue with Karol Kennedy and Bridges staff at the next director's meeting, which will take place the day after our board meeting. It would not surprise Andy if the directors vote to cancel the contract with Hoopla due to the way this is being handled and the overall cost of the service. If Hoopla is canceled, the directors have considered beefing up Libby's 'Lucky Day Collection,' which would, in essence, make many more copies of popular titles available to patrons in the Bridges system for immediate download.
 3. Over the past month, Library staff have worked with the DPW team to install the large patio furniture out front in the new concrete area, put up shelving in the Teen Area for extra display space, and gotten the bases of the security cameras placed at the six entrances/exits to the building. The last remaining 'big items' are installing the posts for the Little Free Libraries along the Ice Age Trail and in Nixon Park, building the Adirondack chairs and patio table for the front entrance

space, and installing the bike repair station and bike rack out front along the Ice Age Trail.

VI. Old Business

- a. None

VII. New Business

- a. Discussion and Consideration of Costs Allowable 2025 Worksheet
 1. Amy Reichert motioned to approve the Costs Allowable 2025 Worksheet. Elise Miller seconded. The motion carried unanimously.
- b. Discussion and Consideration of Extended Hours During AP Exam & Final Exam Weeks
 1. Lisa Feldner motioned to approve the Extended Hours During AP Exam & Final Exam Weeks. Linda Hallquist seconded. The motion carried unanimously.
- c. Discussion and Consideration of 2024 Strategic Plan Refresh Document
 1. Linda Hallquist motioned to approve 2024 Strategic Plan Refresh Document with suggested changes. Lisa Kwiat seconded. The motion carried unanimously.
- d. Consideration of motion to recess to closed session pursuant to State Statutes 19.85(1)(c), considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to reconvene into open session pursuant to State Statute 19.85(2) for the purpose of considering any action as may be necessary and appropriate.
 1. Robyn Ludtke motioned to recess into closed section for consideration to adjourn into closed session under Wis. Statutes 19.85 (1)(c) to consider the employment, promotion, compensation, or performance evaluation of any public employee.
Item of Discussion: Discussion and Consideration of Director Kristensen's One Year Review and Salary with Backdating. Amy Reichert seconded. Roll call was taken by voice vote. The motion carried unanimously.
- e. Consideration to reconvene into open session if there is any action deemed appropriate pursuant to the previously held closed session.
 1. Robyn Ludtke motioned to reconvene into open session. Lisa Kwiat, seconded. Roll call was taken by voice vote. The motion carried unanimously.
- f. Discussion and Consideration of Director Kristensen's One Year Review and Salary with Backdating.
 1. Amy Reichert motioned to approve Director Kristensen's One Year Review and Salary with a 4.5% increase Backdating to February 2024. Robyn Ludtke seconded. The motion carried unanimously.

VIII. Announcements

- a. Don't forget to buy Bark River Dash Duck Race tickets.

IX. Adjournment

- a. A motion to adjourn was made at 6:36pm by Elise Miller. It was seconded by Amy Reichert. The motion carried unanimously.

Next regular meeting is scheduled for May 9, 2024 at 5:00 pm