

November 28, 2023

Hortonville Public Library Board of Trustees Meeting Minutes

4:00pm – Convened in Municipal Services Center- Community Room- 531 N. Nash St. Hortonville, WI

- I. **Call to order by presiding officer** – The meeting was called to order at 4:04 pm by President Mike Wirkus.
- II. **Roll call**
 - a. Members Present: Lex Jandourek, Ann Seyfert, Pat Lund-Moe, Michael Wirkus, Kristi Compton, Jenna Foth, Christina King.
 - b. Members Absent: Todd Timm
 - c. Also Present: Allie Krause (via Phone), Jeanne Bellile
- III. **Agenda changes (to change the position of an item already on the agenda)** – None
- IV. **Public comment** – None
- V. **Consent agenda** – a motion was made by Ann to split items on consent agenda. Seconded by Christina. Motion carried.
 - a. Library Board of Trustees meeting minutes- August 22, 2023 – A motion was made by Ann to approve the minutes from August 22, 2023. Seconded by Pat. Roll call vote: Lex, aye; Ann, aye; Pat, aye; Mike, aye; Kristi, aye; Jenna, abstain; Christina; abstain. Motion carried.
 - b. Library Board of Trustees closed session meeting minutes- August 22, 2023 - A motion was made by Ann to approve the minutes from the closed session from August 22, 2023. Seconded by Lex. Roll call vote: Lex, aye; Ann, aye; Pat, aye; Mike, aye; Kristi, aye; Jenna; abstain, Christina; abstain. Motion carried.
 - c. Library Board of Trustees meeting minutes- September 26, 2023 - A motion was made by Christina to approve the minutes from September 26, 2023. Seconded by Ann. Roll call vote: Lex, aye; Ann, aye; Pat, abstain; Mike, aye; Kristi, abstain, Jenna, aye. Motion carried.
 - d. Library Board of Trustees meeting minutes- October 24, 2023 - A motion was made by Pat to approve the minutes from October 24, 2023. Seconded by Christina. Roll call vote: Lex, aye; Ann, abstain; Pat, aye; Mike, aye; Kristi, abstain, Jenna, abstain. Motion carried.
 - e. Payment of bills and vouchers – A motion was made by Pat to approve the payment of bills and vouchers in the amount of \$6,174.66. Seconded by Christina. Roll Call Vote: Roll call vote: Lex, aye; Ann, aye; Pat, aye; Mike, aye; Kristi, aye; Jenna; aye, Christina; aye. Motion carried.
- VI. **Director’s report** (provided by Library Director)
 - a. Personnel – Dan Higgins started on November 6th in the Library.
 - b. Miscellaneous – The library received a grant in the amount of \$500 through the Charles T. and Jean F. Gorham Fund of the Oshkosh Community Foundation. Funds will be used to purchase books in dyslexic font for the library collection. Pat will be helping with the cohort of WI small libraries to develop strategic plans. Allie won the WLA election to become a Director on the WI Small Libraries (WISL) unite beginning in 2024 and running for 3 years.
 - c. Programming – reviewed upcoming programming for the library.
 - d. Statistics – Reviewed statistics included in the director’s report.
 - e. Budget & revenue – Reviewed budget updates included in the director’s report.
- VII. **Discussion and possible action regarding 2024 closed dates**
 - a. Reviewed 2024 closed dates for the library. Discussed adding July 5-6th to the closed days as well. A motion was made by Christina to approve the listed HPL closed dates for 2024, including July 5 and July 6. Seconded by Ann. Motion Carried.
- VIII. **Friends of the Library update**
 - a. Membership letters were sent out on November 10th. The FOHL annual meeting and officer elections will be held on January 10th at 6:00pm in the library.

IX. Future meeting dates

a. December 19, 2023- 4:00 pm

b. January 23, 2024- 4:00 pm

X. Items to add for future agendas – None

XI. Motion to adjourn – a motion was made by Pat to adjourn at 4:25pm. Seconded by Lex. Motion Carried.

Posted by: Jenna Foth, Secretary

11/22/2023