

Monday, May 19, 2025

Hortonville Public Library Board of Trustees Meeting Minutes

5:00pm – Convenes in Municipal Services Center- Community Room- 531 N. Nash St. Hortonville, WI

- I. Call to order by presiding officer
Meeting called to order at 5:01pm by President Mike Wirkus
- II. Roll call
 - a. New Library Board Trustee- Carrie Lathrop, Village Board Representative**Trustees in attendance: Mike Wirkus, Christina King, Kristi Compton, Stephanie Holtz, Carrie Lathrop, Lex Jandourek. Trustees absent: none, one vacant position.**
- III. Agenda changes (to change the position of an item already on the agenda)- **None**
- IV. Public comment- **None**
- V. Consent agenda
 - a. Library Board of Trustees meeting minutes- April 22, 2025
 - b. Payment of bills and vouchers**Motion to approve the consent agenda including the minutes and vouchers in the amount of \$6,257.76 made by Christina King. Seconded by Stephanie Holtz.**
- VI. Director's report (provided by Library Director)
 - a. Personnel
 - b. Programming
 - c. Statistics
 - d. Ongoing projects & miscellaneous
 - e. Meetings & continuing education
 - f. Budget & revenue**Library Director Krause presented the Director's Report as in the packet.**
- VII. Update regarding open Library Board seat
Library Director Krause explained that the vacant Trustee position is still open and there has not been interest. The position must be filled by a resident of the Village of Hortonville. Krause asked Trustees to mention the vacant position to anyone they think would be interested in serving on the Board.
- VIII. Discussion and possible action regarding Library Board meeting schedule
Trustees discussed the current meeting date and time per month and opted to find another option for monthly meetings. The Trustees decided on the 3rd Monday of every month at 5:00 pm. No motion was needed or made.
- IX. Review of Library Board bylaws
Trustees reviewed bylaws, no changes needed. Discussion took place regarding the terminology of "school district administrator," but it was noted that "and/or appointee" is also mentioned in the document. Trustees did not request a new copy to sign, explaining that no changes needed to be made.
- X. Library Board officer elections
Trustees opened nominations for each position listed on the agenda.

- a. President
Nomination for Mike Wirkus to serve as President made by Lex Jandourek, seconded by Stephanie Holtz. All in favor, nominations closed. Vote for Mike Wirkus as President: all aye.
- b. Vice-President
Nomination for Christina King to serve as Vice-President made by Mike Wirkus, seconded by Stephanie Holtz. All in favor, nominations closed. Vote for Christina King as Vice-President: all aye.
- c. Secretary
Nomination for Kristi Compton to serve as Secretary made by Mike Wirkus, seconded by Christina King. All in favor, nominations closed. Vote for Kristi Compton as Secretary: all aye.
Kristi Compton left the meeting at 5:48 pm.
- XI. Discussion on Trustee Essentials
Trustees discussed Essentials 4 & 14 provided by the DPI. Trustee Essential 4 covered “Effective Board Meetings and Trustee Participation,” and Essential 14 covered “The Library Board and Open Meetings Law.”
 - a. Essential 4
 - b. Essential 14
- XII. Friends of the Hortonville Library update
The book and bake sale raised \$3,194.26. There’s been a new member who signed up and wants to participate. Friends members will be at the Greenville Farmer’s Market with the library on July 9th. The Friends will look into a new banner for FOHL events with the new logo.
- XIII. Future meeting dates
 - a. June TBD
Following the discussion of an updated meeting day and time, the next meeting will be Monday, June 16th at 5:00 pm.
- XIV. Items to add for future agendas
 - a. OWLS visit- September
Library Director Krause will bring a list of existing library policies, when they were last reviewed, and create a reviewing schedule.
- XV. Motion to adjourn
Motion to adjourn made by Christina King at 5:59 pm, seconded by Lex Jandourek.

Minutes submitted by: Alexandra Krause, Hortonville Public Library Director

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Library Director at 920-779-5000 with as much advance notice as possible.