

Minutes of the Hartland Public Library  
Board of Trustees  
Regular meeting on Thursday, March 13, 2025  
Submitted by Amy Reichert

I. Call to Order was made at 5:02pm by President Lee Bromberger. Present were Trustees Lee Bromberger, Amy Reichert, Elise Miller, Robyn Ludtke, Lisa Kwiat, Linda Hallquist, and Library Director Andrew Kristensen. Tom Truttschel & Lisa Feldner were absent.

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

III. Consideration of Library Board Minutes of the February Meeting

Elise Miller motioned to approve the minutes of the February meeting. Linda Hallquist seconded. The motion carried unanimously. Robyn Ludtke abstained.

IV. Financial Affairs

a. Consideration of the February Bills

Linda Hallquist motioned to approve the February Bills. Lisa Kwiat seconded. The motion carried unanimously.

b. Status of the Budget

V. Director's Report

a. Statistics

b. Staff Updates, Buildings and Grounds, & Miscellaneous

- Sue Bannon, who's been on staff since 1994, has announced her tentative retirement date will be in mid-May.
- The all-staff all-day in-service is tentatively scheduled for Monday, May 19 pending final board
- A Batzner technician found some cracking/grout degeneration along the backside of the building's foundation while doing their first yearly pest preventative spray. We may need to pay a company to seal a few cracks/joists in certain lower portions of the visible concrete foundation. It also appears that the tree near the front of the library is dead and risks a falling hazard to the building, so that may be removed this spring.
- We are the temporary home for the new '♥LND' sculpture until it is permanently installed elsewhere in the village (the sculpture is in the back section of the library by the newspapers).
- Bridget and Jamie are drafting a grant proposal in conjunction with Jake Zuehl. It would give us \$5,000 to install a couple community garden plots out front and along the Storytrail, blinds in the Ice Age Trail Room, and a composting container

## VI. Old Business

### a. Discussion and Consideration of Materials Selection Policy

Elise Miller motioned to approve the Consideration off Materials Selection Policy.

Lisa Kwiat seconded. The motion passed unanimously.

## VI. New Business

### a. Discussion and Consideration of All-Day Staff In-Service Day on Monday, May 19, 2025

Linda Hallquist motioned to approve the library be closed on Monday, May 19, 2025 for the All-Day Staff In-Service Day with full pay for all staff. Robyn Ludtke seconded. The motion passed unanimously.

### b. Discussion and Consideration of Extended Hours in May & June for Student Study Time

Elise Miller motioned to approve Extended Hours in May & June for Student Study Time. Robyn Ludtke seconded. The motion passed unanimously.

### c. Discussion and Consideration of HPL's 2024 Annual Report for Wisconsin DPI

Lisa Kwiat motioned to approve the HPL's 2024 Annual Report for Wisconsin DPI.

Linda Hallquist seconded. The motion passed unanimously.

## VII. Announcements

## IX. Adjournment

A motion to adjourn was made at 5:31pm by Elise Miller. It was seconded by Linda Hallquist. The motion carried unanimously.

Next regular meeting is scheduled for April 10, 2025 at 5:00 pm