

Minutes of the Hartland Public Library  
Board of Trustees  
Regular meeting on Thursday, April 10, 2025  
Submitted by Lisa Feldner

I. Call to Order was made at 5:04pm by President Lee Bromberger. Present were Trustees Lee Bromberger, Amy Reichert, Lisa Feldner, Elise Miller, Robyn Ludtke, Lisa Kwiat, Linda Hallquist, 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. No public comment.

III. Consideration of Library Board Minutes of the March Meeting

Elise Miller motioned to approve the minutes of the March meeting with editing corrections. Amy Reichert seconded. The motion carried unanimously.

IV. Financial Affairs

a. Consideration of the March Bills

- a. Bridges Library System 2025 Bills
- b. Envisionware Yearly Contract

Robyn Ludtke 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

- Sue Bannon, who's been on staff since 1994, will be retiring May 16. We are getting a scrapbook for patrons and staff to sign for her and wish her well in the coming years, and Andy will be getting a plaque made at Competitor Awards and Engraving in Merton thanking Sue for her years of service to our community.
- Andy sat down with Ryan Bailey to look at current budget numbers and see what kind of new staff we can hire and if anyone currently working could have their hours increased.
- Andy will be sending a survey to the teachers at Hartland North in mid-April to solicit feedback on the efficacy of the school visits program. More to come in May.
- Andy, Emily, Matt, & Jamie will be working at the Bark River Bash on Saturday, May 3 on behalf of the Library, and Bridget will be in the building as the librarian on duty.

- Andy, Jamie, & Emily are having the first official planning meeting for this year's Pumpkin Party in the Park event on Monday, May 6 with the Rec Department and 2 Kiwanis representatives. Both Hartland Fire & PD will be giving presentations to staff during our in-service day on May 19 (CPR & First Aid training from Fire and Active Shooter/Situational De-escalation Training from Police).
- Andy attended the Joint Finance Committee Budget Hearing with other Bridges System library directors at the State Fair Grounds on Friday, April 4.

## VI. New Business

- a. Discussion and Consideration of WLA Conference Yearly Rotation  
Linda Hallquist motioned to approve WLA Conference Yearly Rotation with the addendum of position titles and employees having their own hotel rooms. Amy Reichert seconded. The motion carried unanimously.
- b. Discussion and Consideration of 2025 Allowable Costs Form for 2026  
Amy Reichert motioned to approve the 2025 Allowable Costs Form for 2026. Lisa Kwiat seconded. The motion carried unanimously.
- c. Discussion and Consideration of Timeline of Children's Area/Study Rooms/Makerspace Renovation Project  
Amy Reichert motioned to approve the Timeline of Children's Area/Study Rooms/Makerspace Renovation Project (Hartland Library Children's Area Revitalization Campaign Framework). Lisa Kwiat seconded. The motion carried unanimously.
- d. Discussion of Library Board Officer Elections for May 2025 Meeting

## VII. Announcements

Elise Miller stated that she appreciated her time on the Library Board and is understandably disappointed with how the reappointment process has gone with all parties. She will continue to advocate for the library when strength in numbers is called for and wishes the Library Board the best of luck with future appointees.

Amy Reichert and Lisa Kwiat will attend the April 14<sup>th</sup> village board meeting to speak on behalf of the Library Board in support of Elise Miller.

## VIII. Adjournment

A motion to adjourn was made at 6:18pm by Elise Miller. It was seconded by Lisa Kwiat. The motion carried unanimously.

Next regular meeting is scheduled for May 8, 2025 at 5:00 pm