

Minutes of the Hartland Public Library
Board of Trustees
Regular meeting on Thursday, May 8, 2025
Submitted by Lisa Feldner

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

Linda Hallquist motioned to approve the minutes of the April meeting. It was acknowledged that Amy Reichert and Lisa Kwiat did not attend the April 14th village board meeting as originally discussed at the end of the last meeting and included in the April minutes. Robyn Ludtke seconded. The motion carried unanimously.

IV. Financial Affairs

a. Consideration of the April Bills

Robyn Ludtke motioned to approve the April Bills. Amy Reichert seconded. The motion carried unanimously.

b. Status of the Budget

V. Director's Report

a. Statistics

b. Staff Updates, Buildings and Grounds, & Miscellaneous

a. Discussion & Consideration of Expending Funds for Karol Kennedy's Retirement Party

Robyn Ludtke motioned to approve expending funds (\$100) for Karol Kennedy's retirement party from the 205 account on behalf of the Hartland Library Board of Trustees and the Friends of the Hartland Library. Lisa Kwiat seconded. The motion carried unanimously.

- Sue Bannon, who's been on staff since 1994, will be retiring May 16. Two 'Happy Retirement' reception books were purchased that people can write messages in for Sue, and they are placed in the library for patrons to fill out. Staff has also made their individual notes for Sue. Additionally, a 8.5" x 11" plaque made at Competitive Awards in Merton was purchased thanking Sue for her years of service to our community.
- Due to three staff members leaving, we have hired a circ clerk and a shelver. We have one circ clerk position still available. We have promising candidates, so Genavieve and Andy will be interviewing them hopefully this week and then getting them onboarded before the summer reading program starts.
- Brittany Larson, the current director at Muskego Public Library, has been announced as Karol Kennedy's successor. Her first day will be June 3. The system directors are

all separately planning a retirement gift for Karol, but the Bridges Board President has also reached out requesting library boards chip in for a retirement party for Karol.

- Emily, Matt, Andy and Jamie worked at the Bark River Bash on Saturday, May 3 on behalf of the Library. Jamie and Matt ran an informational booth for us where they gave out keychains and stickers and summer reading program calendars, and Emily and Andy helped Kiwanis where needed.
- Our in-service training day for staff is all day on Monday, May 19. We will have trainings from the Hartland Fire Department, the Hartland Police Department, the ADRC of Waukesha, and an outside consultant from the Milwaukee Public Museum on neurodivergence in the workforce/patron interactions. Additionally, Andy will be speaking with staff about physical moves coming to some of our collections at the library before the end of this year, what we think we're going to do with the remodel spatially, and trainings on First Amendment rights/privacy concerns related to patron interactions.

VI. New Business

a. Discussion and Consideration of Library Board Officer Elections

i. President

Amy Reichert made a motion to nominate Lee Bromberger for president. Robyn Ludtke seconded. The motion carried unanimously.

ii. Vice President

Robyn Ludtke made a motion to nominate Amy Reichert for vice president. Lee Bromberger seconded. The motion carried unanimously.

iii. Secretary

Robyn Ludtke made a motion to nominate Lisa Feldner for secretary, with the assumption that Lisa has the opportunity to work with the Library Director to determine a staff member who will be taking future meeting notes. Lisa Kwiat seconded. The motion carried unanimously.

b. Discussion and Consideration of Creating Ad Hoc Committee for Children's Area/Study Rooms/Makerspace Renovation Project

Lee Bromberger motioned to approve creating an Ad Hoc Committee for the Children's Area/Study Rooms/Makerspace Renovation Project leading toward a July 10th Kick-off meeting following our regular Library Board meeting. Robyn Ludtke seconded. The motion carried unanimously.

c. Discussion of Volunteer Policy

d. Discussion and Consideration of Sending Letters to Wisconsin's Federal Representatives Stating Support for Library Funding

Amy Reichert motioned to approve sending letters to Wisconsin's Federal Representatives stating support for library funding. Linda Hallquist seconded. The motion carried unanimously.

e. Discussion of Hartland North's Library Visit Program

VII. Announcements

VIII. Adjournment

A motion to adjourn was made at 7:15pm by Robyn Ludtke. It was seconded by Lisa Kwiat.
The motion carried unanimously.

Next regular meeting is scheduled for June 12, 2025 at 5:00 pm