

Minutes of the Hartland Public Library
Board of Trustees
Regular meeting on Thursday, June 12, 2025
Submitted by Emily Doty

Attendance

- Present: Lee Bromberger, Lisa Feldner, Lisa Kwiat, Linda Hallquist, Elise Miller, Andrew Kristensen, and Emily Doty
- Absent: Amy Reichert, Robyn Ludtke, and Tom Truttschel

I. Call to Order

a. Call to Order was made at 5:00 pm by President Lee Bromberger.

II. Public Comment: Please be advised that the audio of this meeting will be recorded and available online through the library's website.

a. There were no public comments.

III. Consideration of Library Board Minutes of the May Meeting

a. A motion to approve the Library Board Minutes of the May meeting, with the correction of Amy Reichert being listed as the Vice President instead of Lee Bromberger, was made by Linda Hallquist and seconded by Lisa Kwiat. The motion carried unanimously.

IV. Financial Affairs

a. Consideration of the May Bills

i. Linda inquired about what the Master Gardeners' reimbursement covered.

ii. A motion to approve the May bills was made by Lisa Feldner and seconded by Lisa Kwiat. The motion carried unanimously.

b. Status of the Budget

i. Andy updated the board about the status of the budget. Andy touched on the Buildings and Grounds budget line being very close to 100% for the year already, and Linda suggested looking at making this budget line larger in the future. Children's area windows were also discussed due to their recent leaking.

V. Director's Report

a. Statistics

i. Director Kristensen discussed the most recent monthly stats.

b. Staff Updates, Buildings and Grounds, & Miscellaneous

i. Director Kristensen highlighted staffing updates in circ and Librarian positions, issues regarding the Children's area windows, the summer reading program kickoff event, the May staff in-service day, and the Hometown Celebration Parade.

VI. New Business

a. Discussion and Consideration of Volunteer Policy

i. Library Board Trustees discussed the changes made to the Volunteer Policy from May's meeting.

ii. A motion to approve the Volunteer Policy was made by Elise Miller and seconded by Lisa Feldner. The motion carried unanimously.

b. Discussion and Consideration of Waukesha County Minimum to Exempt Standards Certification

- i. Library Board Trustees discussed the Waukesha County Minimum to Exempt Standard Certification and what exactly it is, why it is important, and surrounding communities' situations regarding this topic.
 - ii. A motion to approve the Consideration of Waukesha County Minium to Exempt Standards Certification was made by Elise Miller and seconded by Lisa Kwiat. The motion carried unanimously.
 - c. Discussion and Consideration of Creating Ad Hoc Committee for Children's Area/Study Rooms/Makerspace Renovation Project
 - i. Committee Members List
 - 1. Library Board Trustees discussed a potential name for the committee, the members on the list, and splitting the members of the committee into sub-committees with specific descriptions of expectations.
 - 2. Formal consideration of the Committee Members List was tabled until the July meeting.
 - ii. Kickoff Meeting Date/Time
 - 1. Formal consideration of the kickoff meeting date and time was tabled until the July meeting.
 - iii. Email inviting members/businesses to Kickoff Meeting
 - 1. Library Board Trustees discussed the content of the email and made edits.
 - 2. Andy will edit the email according to a template provided by Trustee Kwiat.
 - 3. Formal consideration of the email was tabled until the July meeting.
 - iv. High/Medium/Low Priorities from Librarian Team
 - 1. Library Board Trustees discussed the priorities of remodeling ideas that staff librarians suggested, especially the open concept design, ceiling fans, and the challenges with a LEGO wall.
- VII. Announcements
 - a. Elise Miller is the new Chamber Director. She also stated that volunteers for the Chamber Street Dance are needed if anyone is willing to help later in July.
 - b. Linda Hallquist asked to explore the possibility of adding youth golf clubs to the Library of Things collection.
- VIII. Adjournment
 - a. A motion to adjourn was made at 6:12 pm by Elise Miller. It was seconded by Linda Hallquist. The motion carried unanimously.

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