

Minutes of the Hartland Public Library  
Board of Trustees  
Regular meeting on Thursday, July 10, 2025  
Submitted by Emily Doty

Attendance

- Present: Lee Bromberger, Lisa Feldner, Lisa Kwiat, Linda Hallquist, Elise Miller, Robyn Ludtke, Amy Reichert, Tom Truttschel, Andrew Kristensen, and Emily Doty
- Absent: None

**I. Call to Order**

a. Call to Order was made at 5:02 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 June Meeting**

a. A motion to approve the Library Board Minutes of the June meeting. A motion to approve the Library Board Minutes of the June Meeting was made by Lisa Kwiat and seconded by Linda Hallquist. The motion carried unanimously.

**IV. Financial Affairs**

a. Consideration of the June Bills

i. Linda Hallquist inquired about the format of the report to adjust the margins of columns.

ii. A motion to approve the June bills was made by Tom Truttschel 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, salary budget is under currently.

**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 HVAC units, Kiwanis Donations from Hometown Celebration, two staff members worked the Hometown Celebration from Thursday to Sunday, and the System Directors Meeting being held here on Friday, July 11.

**VI. New Business**

a. Discussion of Hours Open Policy

i. Library Board Trustees discussed the possible changes to be made to the Hours Open Policy.

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

i. Ad-Hoc Committee Members List

1. Library Board Trustees discussed the members on the list and their roles regarding the project.
- ii. Ad-Hoc Committee Name
- iii. Sub-Committee Descriptions & Time Expectations
  1. Library Board Trustees discussed possible sub-committee(s) with specific descriptions of expectations, with pros and cons of having only a fundraising committee.
- iv. Kickoff Meeting Date/Time
- v. Email inviting members/businesses to Kickoff Meeting
  1. Library Board Trustees discussed postponing the discussion of the email inviting members/businesses to Kickoff Meeting
- vi. Renderings Assignment
  1. Library Board Trustees discussed getting an RFP, the process of getting bids, a plan to start fundraising, and having Library Board Trustees give input on the wish list from Library staff.
- c. A motion to table the Ad-Hoc Committee creation until more of the framework is completed was made by Robyn Ludtke. It was seconded by Amy Reichert. The motion carried unanimously.
  - i. Director Kristensen will send out the wish list to Library Board Trustees before the August Meeting.

## **VII. Announcements**

- a. Linda Hallquist thanked the Library Board Trustees who helped out with the Kiwanis Food Truck at the Hometown Celebration.
- b. Elise Miller inquired about when the Friends of the Library annual meeting is. Andy confirmed that it

## **VIII. Adjournment**

- a. A motion to adjourn was made at 6:08 pm by Tom Truttschel. It was seconded by Robyn Ludtke. The motion carried unanimously.

Next regular meeting is scheduled for August 14, 2025 at 5:00 pm