

Minutes of the Hartland Public Library Board of Trustees
Regular meeting on Thursday, August 14, 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 5:23 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 July Meeting**

a. A motion to approve the Library Board Minutes of the July Meeting was made by Tom Truttschel and seconded by Robyn Ludtke. The motion carried unanimously.

IV. **Financial Affairs**

a. Consideration of the July bills

i. Director Kristensen was able to extend the margins of the budget.

ii. Lee Bromberger asked about the Spanish Teacher line item.

iii. A motion to approve the July bills was made by Tom Truttschel and seconded by Linda Hallquist. The motion carried unanimously.

b. Status of the Budget

i. Andy updated the board about the status of the budget. Director Kristensen touched on the bill that the AC guy gave him today. The AC unit for the Ice Age Trail Room is a residential unit and not a commercial unit. Utilities is under budget. Budget is under in salaries by 3%.

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 that the Pumpkin Party in the Party was approved by the Village Board, fully staffed with 2 new circulation clerks, Hoopla is ending in October, the HVAC units, and the two incidents that involved the police.

b. Summer Reading Program 2025 Recap

i. Director Kristensen highlighted the Teen program return numbers, overall numbers were consistent with last year, and drawing baskets numbers.

VI. **New Business**

- a. Discussion and Consideration of Hours Open Policy
 - i. Library Board Trustees discussed the changes made to the Hours Open Policy.
 - ii. A motion to approve the Hours Open Policy was made by Elise Miller and seconded by Lisa Feldner. The motion carried unanimously.

Library Board took a recess at 6:05 pm.

Library Board reconvened at 6:15 pm.

- b. Discussion & Consideration of Preliminary 2026 Budget
 - i. Library Board Trustees discussed the Preliminary 2026 Budget, including an up to 5.9 % increase estimate.
 - ii. A motion to approve the Preliminary 2026 Budget with a 5.9% increase estimate was made by Linda Hallquist and seconded by Robyn Ludtke. The motion carried unanimously.
- c. Discussion of Next Steps for Children's Area/Study Rooms/Makerspace Renovation Project
 - i. Library Board Trustees discussed the Next Steps for Children's Area/Study Rooms/Makerspace Renovation Project.
 - 1. Director Kristensen is contacting design companies to come out and give a quote so there is a starting price point.
- d. Consideration of motion to recess to closed session pursuant to State Statutes 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and to reconvene into open session pursuant to State Statute 19.85(2) for the purpose of considering any action as may be necessary and appropriate.
 - i. A motion to recess to closed session was made by Lee Bromberger and seconded by Elisa Miller. Roll call was taken. The motion carried unanimously.
 - 1. Linda Hallquist – aye
 - 2. Elise Miller -aye
 - 3. Lisa Kwiat – aye
 - 4. Robyn Ludtke – aye
 - 5. Tom Truttschel – aye
 - 6. Lisa Feldner – aye
 - 7. Amy Reichert – aye
 - 8. Lee Bromberger – aye
 - ii. A motion to return to open session was made by Lee Bromberger and seconded by Elise Miller. Roll call was taken. The motion carried unanimously.
 - 1. Linda Hallquist – aye
 - 2. Elise Miller -aye
 - 3. Lisa Kwiat – aye

4. Robyn Ludtke – aye
5. Tom Truttschel – aye
6. Lisa Feldner – aye
7. Amy Reichert – aye
8. Lee Bromberger – aye

iii. Discussion and Consideration of Assistant Director Position and Salary

1. A motion to approve Emily Doty as the Assistant Director of Library Services with a salary of \$66,000 was made by Linda Hallquist and seconded by Lisa Kwiat. The motion carried unanimously.

VII. **Announcements**

- a. Trustee Training Week – August 18 - 21
- b. Friends of the Library Book Sale – September 8 - 13
- c. Pumpkin Party in the Park – October 11
- d. Street Dance – August 23
 - i. Two librarians and one board member will be in the Dunk Tank, along with many other members of the community.

VIII. **Adjournment**

- a. A motion to adjourn was made at 7:22 pm by Tom Truttschel. It was seconded by Robyn Ludtke. The motion carried unanimously.

Next regular meeting is scheduled for September 11, 2025 at 5:00 pm