

Minutes of the Hartland Public Library Board of Trustees
Regular meeting on Thursday, December 11, 2025
Submitted by Amy Reichert

Attendance

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

I. Call to Order

a. Call to Order was made at 5:04 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 November Meeting

a. A motion to approve the Library Board Minutes of the October Meeting was made by Amy Reichert and seconded by Lisa Kwiat. The motion carried unanimously, Tom Truttschel abstained.

IV. Financial Affairs

a. Consideration of the November Bills

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

b. Status of the Budget

i. Director Kristensen updated the board about the status of the budget.

V. Director's Report

a. Statistics

i. Director Kristensen discussed the most recent monthly stats.

ii. We received some generous donations for furniture and updated signage.

b. Staff Updates, Buildings and Grounds, & Miscellaneous

i. Director Kristensen highlighted two new circ clerks. We are fully staffed. He's going through reviews and Emily has given birth. Baby and mom are doing great. Shelving has been removed and replaced by tables and they are already being used more. We had a lot of food donations for the Holiday Train. Being the Warming Station for the tree lighting went well. We did not win the Heart of Canal grant, but will keep trying. Saturday is our annual Winter Wonderland party.

VI. Old Business

a. Discussion of Finalized 2026 Library Staff Raises and Library Budget

i. Andy shared staff raises for the coming year.

- ii. The budget we requested was approved with some minor changes. Books and materials hasn't been increased in a few years, so next year we may want to increase that.

VII. New Business

- a. Discussion of Hartland North School Visits Program for the 2025-2026 School Year
 - i. Guest: Youth Services Librarian Jamie Chandler
 - ii. Postponed to next month due to hospitalization of Jamie
- b. Discussion of Hartland History Collection
 - i. There is no longer an active Hartland Historical Society. Discussion of possible things we could do to keep it alive in some form.
 - ii. Would it be helpful to have a policy on what types of Hartland History materials we accept and maintain?
 - iii. Does it makes sense to transfer the some/all materials to the new Village Hall once it's completed?
 - iv. Or a volunteer to archive and promote?
 - v. Some board members will meet to continue the conversation.
- c. 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 enter closed session was made by Elise Miller and seconded by Tom Truttschel. A roll-call vote was taken to go into close. It was unanimous.
 - ii. Discussion and Consideration of Director Kristensen's Year-End Review and Salary
 - iii. A motion to return to open session was made by Tom Truttschel and seconded by Linda Hallquist. A roll-call vote was taken to go into open. It was unanimous.
 - iv. A motion was made to increase Director Kristensen's salary 5% by Tom Truttschel and seconded by Lisa Kwiat. It was unanimous.

VIII. Announcements

- a. None

IX. Adjournment

- a. A motion to adjourn was made at 6:15 pm by Linda Hallquist and seconded by Tom Truttschel. The motion carried unanimously.

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