

MINUTES OF THE HARTLAND PUBLIC LIBRARY BOARD OF TRUSTEES

Regular meeting on April 12, 2018

Submitted by Karen Compton

- A. President Janet Schmitt made **CALL TO ORDER** at 5:07. Present were Board members Amy Reichert, Judie Dimond, Karen Compton, Jay Williams, Michele Plank and library director Nancy Massnick. Lynda Crooke was absent. Connie Meyer, Dave Cox and Terry Zignego were also present.
- B. **PUBLIC COMMENT:** None.
- C. **MINUTES** of the March 8 meeting were reviewed. Motion to accept the minutes was made by Reichert and seconded by Dimond. The motion carried.
- D. **FINANCIAL AFFAIRS:**
 1. Motion to approve the March bills was made by Williams and seconded by Plank. The motion carried.
 2. The status of the budget was “peachy keen”.
- E. **DIRECTOR'S REPORT:**
 1. Nancy mentioned the positive review of Amy’s new book, and reminded the Board that Amy is now also serving on the Bridges Library System Board.
 2. Nancy reported on the shattered window in the program room and the help of both Mike E. and Mike G. in the cleanup.
 3. Website redesign is still in progress, with Darlene Igl spearheading the committee.
 4. Janet, Judie and Karen are up for re-appointment to the Library Board if they are still willing to serve. They would serve another three-year term.
- F. **CONSIDERATION OF A MOTION TO APPROVE THE ALLOWABLE COST WORKSHEET.**
 1. The expenditure allowable cost worksheet was explained by Nancy and Connie Meyer. Motion to approve by Compton, second by Dimond. Motion carried.
- G. **CONSIDERATION OF A REVISION TO THE LIBRARY BEHAVIOR POLICY.**
 1. Nancy brought up a possible revision to the Library Behavior Policy to solve a vaping problem. The changes would forbid patrons from vaping in the library and on the library porch; codifying these changes would help give staff the tools to deal with the problem. After some discussion, it was agreed to add the policy 17.6 to restrict vaping. The motion was made by Compton, seconded by Williams. The motion carried.
- H. **LIBRARY DIRECTOR SEARCH MATTERS.**
 1. Nancy left the meeting, and Mary Pfeiffer joined the meeting.
 2. Terry Zignego was introduced by Dave Cox, and gave a brief introduction of herself. She is a retired director of the Delafield Library, and was contacted by Dave to step in and serve as Interim Director until we find a permanent director.
 3. Dave recommended hiring her on a part time basis, approximately 20 hours per week at \$30.00 per hour. The Board agreed by a show of hands.
 4. It was decided to go into closed session to discuss the candidates who had applied for the Director position.

Motion to adjourn into closed session at 5:35 by Schmitt, second by Williams. Roll call vote, all ayes. Motion to adjourn at 6:04 pm by Compton, second by Plank. Roll call vote, all ayes.