

Minutes of the Hartland Public Library
Board of Trustees
Regular meeting on Thursday, March 10
Submitted by Michele L. Plank, Secretary

- I. A CALL TO ORDER was made at 5:01 pm by President Lee Bromberger. Present were Trustees Dawn Nelson, Amy Reichert, Jay Williams, Lee Bromberger, Michele Plank, Robyn Ludtke, Kim Khoury and Library Director Laura Gest. No public attendees.
- II. PUBLIC COMMENT – none
- III. MINUTES – Ludtke motioned to approve the February 2022 minutes and Reichert seconded. The motion carried.
- IV. FINANCIAL AFFAIRS
 - a. A motion to approve the February 2022 bills was made by Williams and seconded by Reichert. The motion carried
 - i. Inquiries - outside services and contracts: work on server; Netflix is a monthly bill and other streaming services are paid annually;
 - b. Status of the budget
 - i. Inquiries
 1. Payroll: 3 pay periods in January
- V. DIRECTOR’S REPORT
 - a. Statistics
 - b. Staff Updates
 - i. Ovation Award for outstanding service. Library Board and full time staff (no guests). Thursday, April 7th at Rustic Manor. Part-time staff will be celebrated at a staff meeting with meal provided.
 - ii. Summer Reading schedule coming together
 - iii. Peter - American Library Association Conference June
 - iv. Improvement and Innovation Grant to Bridges - Hydroponic indoor Tower Garden on wheels for young adult area to act as buffer
 - c. Outreach
 - i. Peter - Bark River Bash - April 30
 - ii. Emily - Farmer’s Market a few times in the summer
 - d. Buildings + Grounds
 - e. Miscellaneous
 - i. Waukesha County Library Services plan has approved the revised plan will be coming to board for approval
 - ii. Summer Kick-Off: Kiwanis tentative donation for aerial dance troupe, Friends of the Hartland Public Library donating shirts, koozies and funds; Hartland Lakeside School District Community Fund donation
 - iii. Modern Woodmen matching funds from May Book Sale
 - iv. STEM programs in honor of Katie Williams will be offered this summer. Funded by donations from the HPL staff
 - v. Investigate joining the Hartland Chamber of Commerce

- vi. Board Member term expiration for Jay Williams in April
- vii. Investigating running hardwire line from east side of building to the Ice Age Trail room to boost internet connection
- f. Trustee Essentials #9
 - i. Discussion around Bonded Financial Secretary, the role and responsibilities; touch base with Bridges to clarify
 - ii. Revisited the library policy
 - iii. Current system is working well

VI. NEW BUSINESS

- a. Act/Approve Summer Reading Kickoff event: Reichert motioned to approve \$1000 from Fund 205 to cover the remaining cost of the aerial troop. Seconded by Williams . The motion carried.
 - i. Will be held in the library/village parking lot on Friday, June 10th
 - ii. Library will be open for Summer Reading sign-up
 - iii. Funds coming from HLSD, Kiwanis and Friends of the HPL to total \$2000

- VII. ADJOURNMENT – A motion to adjourn was made at 6:02 pm by Reichert and it was seconded by Williams. The motion carried. The next meeting is scheduled for Thursday, April 14, 2022 in the Ice Age Trail Room at the Hartland Public Library.