

Minutes of the Hartland Public Library  
Board of Trustees  
Regular meeting on Thursday, July 14, 2022  
Submitted by Michele L. Plank, Secretary

- I. A CALL TO ORDER was made at 4:59 pm by President Lee Bromberger. Present were Board President Lee Bromberger, Trustees Dawn Nelson, Amy Reichert, Elise Miller, Michele Plank, and Library Director Laura Gest. Trustees Kim Khoury and Tom Truttschel were absent. No public attendees were present. Elise Miller left at 5:38
- II. PUBLIC COMMENT – There were no public comments.
- III. MINUTES – Miller motioned to approve the June 2022 minutes and Reichert seconded with correction. The motion carried.
- IV. FINANCIAL AFFAIRS
  - a. A motion to approve the June 2022 bills was made by Reichert and seconded by Plank. The motion carried
    - i. Inquiries
      1. \$600 is to State of Wisconsin Department of Revenue for Internet (annual)
      2. Programming expenses are for prizes/materials for summer reading
  - b. Status of the budget
    - i. Inquiries
      1. Audiobooks + CD JUV spending is low
- V. DIRECTOR'S REPORT
  - a. Statistics
    - i. First June with over 20,000 check outs!
  - b. Staff Updates
    - i. Cycropia/Summer Kick off numbers were low due to weather
    - ii. Summer reading going very well
    - iii. The Hometown Celebration Parade was FANTASTIC! Swag was a big success.
    - iv. Laura: 2023 Budget will include flat roof on one side of building and ramp possibly will be installed
    - v. Peter: attended American Library Association conference
  - c. Buildings + Grounds
    - i. Power went out and caused issues with fire doors not being able to be opened.
    - ii. Minor graffiti on the building
    - iii. Parking lot paving will close library/village parking lot for 2 weeks in August
    - iv. Book drop will block off north entrance to parking lot
  - d. Miscellaneous
    - i. Patron behavior issue. Formal letter has been sent informing him that he is banned from using the library for 6 months.

- ii. Andy: Comedy Sports has been scheduled for a family friendly show on Friday, August 12 at 6:30 at the Fine Arts Center.
- e. Donations
- f. Trustee Essential #11: Planning for the library's future
  - i. Andy is conducting a survey as part of his MILS
  - ii. Current strategic plan is 2019-2023

VI. NEW BUSINESS

- a. Approve Minimum Exempt Standards
  - i. A motion to approve Nelson seconded by Plank. Motion passes.
- b. Discuss/Revise Hours Open Policy

VII. ADJOURNMENT – A motion to adjourn was made at 5:56 pm by Reichert and it was seconded by Plank. The motion carried. The next meeting is scheduled for Thursday, August 11, 2022 at 5:00 pm in the Bark River Room in the Hartland Public Library.