

Minutes of the Hartland Public Library
Board of Trustees
Regular meeting on Thursday, November 10, 2022
Submitted by Michele L. Plank, Secretary

- I. A CALL TO ORDER was made at 5:00 pm by President Lee Bromberger. Present were Trustees Amy Reichert, Lee Bromberger, Michele Plank, and Library Director Laura Gest. Trustee Truttschel joined virtually. Trustees Elise Miller, Kim Khoury and Dawn Nelson were absent. Public attendees: Janet Schmitt.
- II. PUBLIC COMMENT – none
- III. MINUTES – Reichert motioned to approve the October minutes and Truttschel seconded. The motion carried.
- IV. FINANCIAL AFFAIRS
 - a. A motion to approve the October bills was made by Reichert and seconded by Plank. The motion carried
 - i. Inquiries: All Washed Up: window cleaning; Netflix: Roku sticks; elevator bill for yearly certification
 - b. Status of the budget
 - i. Inquiries: budget is on track for end of year
- V. DIRECTOR’S REPORT
 - a. Statistics
 - b. Staff Updates:
 - i. new circulation desk employee
 - ii. Emily: marketing, will switch patrons to opt-out emails
 - iii. Peter: Trick or Treat party well attended
 - iv. Compassion kits provided to the community after a recent fire. 160 kits went out
 - v. Reviews will be completed and given to Ryan Bailey
 - vi. Staff Meeting: November 18 - employees will have opportunity to share thoughts on hiring of new director
 - c. Buildings + Grounds
 - i. New planting installed on northeast side of building
 - ii. New hot spot installed in program room
 - iii. New vinyl logo/hours are installed
 - d. Miscellaneous
 - e. Trustee Essentials #5: Hiring a New Library Director
 - i. Reichert motions to table discussion on Trustee Essentials #5 to December meeting. Truttschel seconded. Motion carried.
- VI. OLD BUSINESS - none
- VII. NEW BUSINESS
 - a. Approve Bridges Addendum for 2023

- i. Reichert motioned to approve addendum. Truttschel seconded. Motion carried.
- b. Consider Program Room Privacy Glass
 - i. Truttschel motioned to table the discussion. Plank seconded. Motion carried.
- c. Discuss Potential Children's Area Remodel
 - i. Digital wall coverings to brighten up area
 - ii. Create interactive areas
 - iii. change end caps
 - iv. Laura shared list of local libraries with updated children's areas
- d. Accept Director Gest's Letter of Resignation
- e. Consideration of motion to recess to closed session pursuant to State Statutes 18.85 (1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to consider salary amount or stipend to Interim Director 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. Reichert motioned to recess to closed session. Truttschel seconded. The motion carried.
 - ii. At 6:27 pm Plank motioned to reconvene into open session. Reichert seconded. The motion carried.
- f. Reichert motioned to appoint Andy Kristensen as the interim library director. Truttschel seconds. The motion passed.

VIII. ADJOURNMENT – A motion to adjourn was made at 6:32 pm by Reichert and it was seconded by Truttschel. The motion carried. The next meeting is scheduled for Thursday, December 8, 2022 at 5 pm at the Hartland Public Library.