

Minutes of the Hartland Public Library
Board of Trustees
Regular meeting on Thursday, March 9, 2023
Submitted by Michele L. Plank, Secretary

- I. A CALL TO ORDER was made at 5:01 pm by President Lee Bromberger. Present were Trustees Amy Reichert, Dawn Nelson, Lee Bromberger, Michele Plank, Elise Miller and Library Director Andy Kristensen. Tom Truttschel and Kim Khoury were absent. Jennifer Craven from the public was in attendance.
- II. PUBLIC COMMENT – none
- III. MINUTES – Reichert motioned to approve the February 2023 minutes and Miller seconded. The motion carried.
- IV. FINANCIAL AFFAIRS
 - a. A motion to approve the February 2023 bills was made by Plank and seconded by Reichert. The motion carried
 - i. WiLS is a yearly fee
 - ii. -\$25 to Downtown Hartland is a refund for Bark River Bash
 - iii. -\$212 WE energies refund from 2022 for overcharge
 - iv. -\$16.78 Imprint: refund for sales tax
 - b. Status of the budget
 - i. Keeping an eye on Buildings + Grounds, Utilities
- V. DIRECTOR'S REPORT
 - a. Statistics
 - b. Staff Updates
 - i. Cash register purchased to track incoming funds
 - ii. Student art is displayed for National Youth Art Month
 - iii. Teen Area relaunched with updates
 - c. Buildings + Grounds
 - i. Roof leak: caused some damage to building and materials
 - ii. East facing windows leaked
 - iii. Roof replacement is being researched
 - iv. Peter has been replacing wheels on chairs for safety
 - d. 2022 Annual Report
 - i. Andy submitted finalized report
 - e. Miscellaneous
 - i. February weather caused Library to adjust hours 3 days
 - ii. Summer Reading Program Kick-Off Event - June 10th
 - iii. Andy joining Kiwanis
 - iv. Physical moves of equipment + furniture
 - v. Bridges: Gale/Udemy learning courses accessible on Hartland Public Library website

VI. NEW BUSINESS

- a. 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. At 5:54 pm Plank moved to convene to closed session. Reichert seconded. Roll call vote Nelson - aye, Miller - aye, Reichert - aye, Bromberger - aye, Plank - aye.
 - ii. At 6:42 pm Reichert moved to reconvene to open session. Miller seconded. Roll call vote Nelson - aye, Miller - aye, Reichert - aye, Bromberger - aye, Plank - aye.
- b. Miller left the meeting at 6:44 pm.
- c. The Board directed Andy to deliver short and long term goals at the next meeting; advised Andy to conduct monthly reviews of Trustee Essentials and individual Library policies; expressed interest in announcing Andy's new position in various public forums; and directed him to begin the certification process and communicate the process to the Board along the way.

VII. At 7:01 pm Nelson moved to adjourn. Reichert seconded.

VIII. ADJOURNMENT – A motion to adjourn was made at 7:01 pm by Nelson and seconded by Reichert. The motion carried. The next meeting is scheduled for Thursday, April 13, 2023 at 5:00 pm at the Hartland Public Library.