

**Minutes of the Hartland Public Library
Board of Trustees**
Regular meeting on Thursday, November 9, 2023
Submitted by Lisa Feldner, Secretary

I. Call to Order was made at 5:02pm by President Lee Bromberger. Present were Trustees Amy Reichert, Lee Bromberger, Elise Miller, Lisa Feldner, Lisa Kwiat, Linda Hallquist, and Library Director Andrew Kristensen. Robyn Ludtke and Tom Truttschel were absent.

II. Public Comment: Please be advised that the audio of this meeting will be recorded and available online through the Library's website. There was no public in attendance therefore no public comment.

III. Consideration of Library Board Minutes of the October Meeting

- a. Amy Reichert motioned to approve the minutes of the October meeting. Elise Miller seconded. The motion carried unanimously.

IV. Financial Affairs

- a. Consideration of the October Bills
 - a. Lisa Kwiat motioned to approve the October Bills. Linda Hallquist, seconded. The motion carried unanimously.
- b. Status of the Budget
 - a. Looking good
- c. Request for Patio Furniture Purchase
 - a. Elise Miller motioned to approve the purchase of patio furniture. Lisa Feldner seconded. The motion carried unanimously.
- d. Request for Team Building Activity Funds and Hartland Public Library Clothing Order

V. Director's Report

- a. Statistics
- b. Staff Updates, Buildings and Grounds, & Miscellaneous
 - Ryan Bailey gave Andy's Village evaluation.
 - The Library lost power three times over the last few weeks of October.
 - There was an incident after closing on Monday, October 23 where a mentally disabled individual was left alone in the building without supervision, and her guardian /parents did not come to pick her up before the library closed.

VI. Old Business

- a. Consideration of Hartland Public Library Board of Trustee Bylaws
 - a. Elise Miller motioned to approve the Hartland Public Library Board of Trustee Bylaws.
Amy Reichert seconded. The motion carried unanimously.
- b. Discussion and Consideration of Strategic Plan Process
 - a. Andy will send a poll out with possible meeting dates for 2024.

VII. New Business

- a. Consideration of Extended Hour Nights for January 2024

- a. Elise Miller motioned to approve the Extended Hour Nights for January 2024. Lisa Kwiat seconded. The motion carried unanimously.
- b. Discussion of Vulnerable Adult Policy
- c. Consideration of Bridges 2024 Annual Addendum
 - a. Amy Reichert motioned to approve the Bridges 2024 Annual Addendum. Lisa Feldner seconded. The motion carried unanimously.

VIII. Announcements

- a. December 9th Winter Wonderland Event 10:00-12:00

IX. Adjournment

- a. A motion to adjourn was made at 6:25 by Linda Hallquist, it was seconded by Lisa Kwiat. The motion carried unanimously.

Next regular meeting is scheduled for December 14, 2023 at 5:00 pm.