

**Minutes of the Hartland Public Library  
Board of Trustees  
Regular meeting on Thursday, February 8, 2024  
Submitted by Lisa Feldner, Secretary**

I. Call to Order was made at 5:01 PM by President Lee Bromberger. Present were Trustees Lee Bromberger, Amy Reichert, Elise Miller, Lisa Feldner, Lisa Kwiat, Linda Hallquist, Tom Truttschel, and Library Director Andrew Kristensen. Robyn Ludtke joined virtually.

II. Public Comment: Please be advised that the audio of this meeting will be recorded and available online through the Library's website.

a. There was no public comment.

III. Consideration of Library Board Minutes of the January Meeting

a. Linda Hallquist motioned to approve the minutes of the January meeting. Amy Reichert seconded. The motion carried unanimously.

IV. Financial Affairs

a. Consideration of the January Bills

i. Linda Hallquist motioned to approve the January Bills. Tom Truttschel seconded. The motion carried unanimously.

b. Status of the Budget

i. Budget looks good.

V. Director's Report

a. Statistics

b. Staff Updates, Buildings and Grounds, & Miscellaneous

i. Ryan Wong has resigned his circulation supervisor position, and his last day will be Friday, February 16, 2024.

ii. Ryan and Andy gave a library history and 'everything we do other than books' presentation to the Hartland Woman's Club at their monthly luncheon meeting on Tuesday, January 23. It was received extremely well, and the officers of the organization asked if we would like donations and/or help with fundraising when the time comes for the study rooms and children's area. They also expressed an interest in having a representative attending strategic planning when we do our big strategic plan next year.

iii. Ryan Bailey will not have final 2023 finance numbers until later this March or April, but it looks like the Library will be anywhere from \$4,700 - \$9,000 under budget total for 2023.

VI. Old Business

None

VII. New Business

a. Discussion and Consideration to Approve Authorization for Library Board President Bromberger and Director Kristensen to Sign and Submit the State Annual Report and Statement of System Effectiveness

i. Amy Reichert motioned to Approve Authorization for Library Board President Bromberger and Director Kristensen to Sign and Submit the State Annual Report

and Statement of System Effectiveness. Robyn Ludtke seconded. The motion carried unanimously.

b. Discussion of Outreach Policy

i. Director Kristensen will make revisions and bring to next month's meeting.

c. Discussion of Hoopla Monthly Checkouts

i. Consideration will be made next month on whether to lower the monthly checkouts from 4 to 2.

d. Discussion and Consideration of Meeting Time for Strategic Refresh Meeting on March 8, 2024

i. Lisa Feldner motioned to approve the meeting time of 10:00 AM - 2:00 PM for the Strategic Refresh Meeting on March 8, 2024. Tom Truttschel seconded. The motion carried unanimously.

VIII. Announcements

IX. Adjournment– A motion to adjourn was made at 5:55pm by Tom Truttschel. Linda Hallquist seconded. The motion carried unanimously.

Next regular meeting is scheduled for March 14, 2024 at 5:00 pm