

February 28, 2023

Hortonville Public Library Board of Trustees Meeting Minutes

4:00pm – Convened in Municipal Services Center- Community Room- 531 N. Nash St. Hortonville, WI

- I. Call to order by presiding officer
 - a. The meeting was called to order at 4:01pm by President Mike Wirkus
- II. Roll call
 - a. Members Present: Mike Wirkus, Pat Lund-Moe, Lex Jandourek, Christina King, Ann Seyfert, Todd Timm, Jenna Foth. Also Present: Kristi Compton, alternate HASD delegate; Jeanne Bellile, Village President; Nathan Treadwell, Village President; Allie Krause, Library Director.
- III. Agenda changes (to change the position of an item already on the agenda): N/A
- IV. Public comment: N/A
- V. Consent agenda – a motion was made by Pat to approve the consent agenda in the amount of \$6,864.32. Seconded by Lex. Roll Call Vote: Mike, aye; Pat, aye; Lex, aye; Christina, aye; Ann, aye; Todd, abstain. Motion carried.
 - a. Library Board of Trustees meeting minutes- January 24, 2023
 - b. Payment of bills and vouchers - \$6,864.32
- VI. Director’s report: Reviewed items listed in the director’s report including the updated budget spreadsheet.
- VII. Discussion and recommendation by the Personnel & Finance Committee: Reviewed meeting minutes and recommendation from the Library Personnel & Finance Committee to approve the 2022 Annual Report as written.
- VIII. Discussion and possible action regarding 2022 DPI Annual Report: Reviewed the 2022 Annual Report. A motion was made by Ann to approve the 2022 DPI Annual Report. Seconded by Pat. Roll Call Vote: Mike, aye; Pat, aye; Lex, aye; Christina, aye; Ann, aye; Todd, aye. Motion Carried.
- IX. Discussion and possible action regarding open officer position
 - a. Election of Vice President position on the Library Board of Trustees: a motion was made by Todd to elect Christina Vice President. Seconded by Ann. Motion carried.
- X. Discussion and possible action regarding Library Director Review
 - a. Establish timeline of process: Library Director Review has been based on hire date in previous years. Discussed moving the review to October to align with the village annual reviews. The library board of trustees decided to request self-evaluation for the library director and employee feedback by the end of September for the Personnel & Finance Committee to review for the October board meeting.
- XI. Friends of the Library update – The next Friends of the Library meeting will be March 8th at 6:00pm in the Library. The FOHL book sale will be held in the community center on May 12th-13th.
- XII. Future meeting dates
 - a. March 28, 2023- 4:00 pm
 - b. April 25, 2023- 4:00 pm
- XIII. Items to add for future agendas
 - a. Library Director review
 - b. Library strategic plan
- XIV. Motion to adjourn: a motion was made by Jenna to adjourn at 4:23pm. Seconded by Christina. Motion Carried.