

**July 25, 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 **Meeting was called to order by President Michael Wirkus at 4:03pm.**
- II. Roll call: **Michael Wirkus, Lex Jandourek, Christina King, Ann Seyfert, Pat Lund-Moe. Todd Timm, Jenna Foth excused. Others in attendance: Allie Krause, Library Director; Jeanne Bellile, Village President**
- III. Agenda changes (to change the position of an item already on the agenda) **None**
- IV. Public comment **None**
- V. Consent agenda
  - a. Library Board of Trustees meeting minutes- June 27, 2023 **Tabled due to lack of quorum in attendance from this meeting to approve.**
  - b. Payment of bills and vouchers **Lex moved, Christina seconded to approve bills and vouchers in the amount of \$6141.10. Voice vote: Pat, aye; Christina, aye, Ann, aye; Lex, aye, Michael, aye.**
- VI. Director's report (provided by Library Director) **Allie reviewed her report.**
  - a. Personnel: **Staff incentive program has increased moral. Great collaboration and team cohesion.**
  - b. Programming: **Updates: 800 participants so far; Bubble Wonders drew 375; 1040 registered for summer reading program**
  - c. Statistics **Discussion regarding circulation ratio. Allie is communicating with OWLS staff for suggestions to increase this stat.**
  - d. Budget & revenue: **Sept/Oct will be budget discussion time. Allie has been talking to Nathan. Discussion of need to have consistent Village funding. Allie will check with other similar libraries to see if there is a way to increase funding from patrons' townships outside the funding municipality.**
- VII. Friends of the Library update: **\$350 carryover for Rec Scholarship next year. Two new lifetime members and one generous \$1000 donation. Thank you notes are being sent to donors. Long-term planning with library needed due to the budget. New library website will link to FOHL. Summer Rec is participating in literacy activities. Assisted with funding for the Mid-Summer Carnival. Future Agenda Items: by-laws update and financial planning. Next meeting will be September 13<sup>th</sup> at 6pm**
- VIII. Future meeting dates
  - a. August 22, 2023- 4:00 pm
  - b. September 26, 2023- 4:00 pm
- IX. Items to add for future agendas
  - a. Library Director review- October
  - b. **Closed session at August meeting to discuss staff wages; also include approval of 6/27 mtg minutes**
- X. Motion to adjourn: **Ann moved, Lex seconded to adjourn at 4:37pm.**

**Minutes submitted by Pat Lund-Moe**