

MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES OF THE HATCH PUBLIC LIBRARY  
MAUSTON, WISCONSIN  
January 29, 2024

A. ROLL CALL OF MEMBERS

Present: President J. McGinley, Vice President J. Lueneburg, Secretary C. Murphy, M. Barrett, A. Bottorff, T. Benson, Director Christensen.

The meeting was called to order by President McGinley at 5:31 p.m.

B. DISPOSITION OF MINUTES OF THE PREVIOUS MEETING

1. The minutes of the December 27, 2023, regular meeting were reviewed.

MOTION by Barrett/Benson to approve the minutes of the December 27, 2023 regular meeting as presented was made.

MOTION carried unanimously.

2. The minutes of the December 27, 2023 closed session were reviewed.

MOTION by McGinley/Barrett to approve the minutes of the December 27, 2023 closed session as presented was made.

MOTION carried unanimously.

C. PUBLIC PRESENTATION TO OR DISCUSSION WITH THE BOARD-none

D. DIRECTOR'S FINANCIAL REPORT OF THE LIBRARY

1. Discussion and action on December Financials.

The December financial report incorporated herein was reviewed and discussed. Director Christensen presented an end of the year summary.

MOTION was made by Bottorff/Lueneburg to accept the December 2023 Financial report.

MOTION carried unanimously.

E. ACTION OF BILLS-none

F. PROGRESS AND SERVICE REPORT OF THE DIRECTOR

1. Statistics report incorporated here in was reviewed.

2. Youth services report of Youth Librarian Huebner incorporated herein was reviewed.

3. Facilities report of Director Christensen was reviewed and discussed. Several projects were reviewed and discussed: conference room chairs, new copy machine, new laptop set up, staff training, reimagining the computer lab space.

4. Services Report

a. Director Christensen presented several activities: afterschool book club, Library Legislative Day informational visits to Senator Marklein and Representative Kurtz, an end of the year review handout which presents library use data, her "Library Space Planning" online class.

5. Minutes of the Friends are sponsoring an Antiques Appraisal on February 12.

Next book sale is February 10, 9-2.

G. COMMITTEE REPORTS

1. Personnel committee has not met
2. The Budget committee has not met.
3. The River Level committee has not met.

H. COMMUNICATIONS-none

I. UNFINISHED BUSINESS

1. Discussion and possible action regarding Library hours.  
Data was reviewed and discussed. Check-out information may include online activity and obscures in-person use. Director Christenson will look into this. She will continue to evaluate data and staff input regarding Library usage between 7-8 p.m.

J. NEW BUSINESS

1. Discussion and approval of 2024 Employment contracts.  
Contracts were reviewed and discussed.  
MOTION by Murphy/Bottorff to approve 2024 Employment contracts for Bridget Christenson and Carissa Huebner.  
MOTION carried unanimously.
2. Discussion and possible action regarding Lower Level.  
Director Christensen presented a chronological review of the Lower Level Project elements. Discussion ensued regarding possible usage, floor plans, staffing and costs. The Trustees agreed to continue to discuss possibilities and monitor new use options of repurposed upstairs spaces.

K. OTHER ITEMS NEEDING TO BE BROUGHT BEFORE THE BOARD-none

- L. DATES FOR THE NEXT TRUSTEE MEETING:  
Thursday February 29, 2024 at 5:30 p.m.

M. ADJOURNMENT

Meeting was adjourned at 7:41 p.m.

Respectfully submitted,

Cathleen Murphy, Secretary.