

MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES OF THE HATCH PUBLIC LIBRARY
MAUSTON, WISCONSIN
June 27, 2023

A. ROLL CALL OF MEMBERS

Present: President J. McGinley, Vice President J. Lueneburg, Secretary C. Murphy,
S. Wilke, A. Bottorff, Director Christensen

Absent: M. Barrett

The meeting was called to order by President McGinley at 5:30 p.m.

B. DISPOSITION OF MINUTES OF THE PREVIOUS MEETING

1. The minutes of the May 30, 2023 regular meeting were reviewed.

MOTION by McGinley/Lueneburg to approve the minutes of the
May 30, 2023 regular meeting 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 April 2023 Financials.

The April 2023 financial report incorporated herein was reviewed and discussed.

Director Christensen reported that the city auditors have completed their audit.

She will meet with Randy Reeg soon to be informed of the 2023 Undesignated
carryover sum which will be considered at the next Library Board meeting

3. Final 2024 County reimbursement

Director Christensen presented the final 2024 County reimbursement which is
\$193,900.

MOTION was made by Wilke/Murphy to accept the May 2023 Financial
Report.

MOTION carried unanimously.

E. ACTION OF BILLS-none

F. PROGRESS AND SERVICE REPORT OF THE DIRECTOR

1. Statistics report incorporated herein was reviewed.

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

3. Facilities report of Director Christensen was reviewed and discussed.

Director Christensen updated the Board on the following projects: HVAC system
repair, Conference chair, Patio concrete and electrical.

4. Services report was presented by Director Christensen. She reported that the
library was asked to be a team member for a "Dream Up" grant from Wi Dept. of
Children and Families to improve childcare services in the community defined as
the Mauston School district. She will be attending planning and implementation
meeting for this partnership project with funds being expended between October
2023 and February 2024. She also reported on a second project to convert VHS
tapes to DVDs. A Mauston High School class project recorded student interviews

with WWII veterans which were recorded on VHS tapes. To better preserve them they would like to transfer them to DVD and possible store them on a hard drive. Using a WRLS converter kit she will work with High School staff to do this. The High School will donate a copy to the Heritage Room. Director Christensen also updated the Board on programs and partnerships activities

5.Friends of the Library report

Director Christensen reported that the Friends Book sale made more than \$600. For their August Book "free book coupons" will be distributed at the Community Pantry. The group served ice cream donated by Kwik Trip at the library on June 14 and will be served to the summer reading kids in July. They are planning a coat drive for give away at their October book sale. She submitted the final form for 501c3 status on their behalf on June 9th.

G. COMMITTEE REPORTS

- 1.The Personnel committee: has not met
- 2.The Budget committee: has not met: will meet Thursday July 13 at 9:00.
- 3.The River Level committee: has not met.

H. COMMUNICATIONS-none

I. UNFINISHED BUSINESS-none

J. NEW BUSINESS

- 1.Discussion and possible action regarding the Computer and Internet Use Policy
The updated draft was reviewed and discussed. One typo was noted.
MOTION by Bottorff/McGinley was made to accept the corrected updated draft.
MOTION carried unanimously.

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

L. DATES FOR THE NEXT TRUSTEE MEETING: July 31, 2023 at 5:30 p.m

M. ADJOURNMENT

- MOTION by Lueneburg/Wilke to adjourn was made at 6:19 p.m.
MOTION carried unanimously.

Respectfully submitted,

Cathleen Murphy, Secretary.