

Minutes of regular meeting  
Board of trustees of the Hatch public library  
Mauston Wisconsin  
Meeting date January 26,2026

A. ROLL CALL OF MEMBERS.

Present: J McGinley, C Murphy, M Barrett, J Lueneburg, A Bortoff, J Andreason, T Benson and Library Director B Christenson.

The meeting was called to order by J McGinley at 5:30 PM at the Hatch Public Library.

B. DISPOSITION OF MINUTES OF THE PREVIOUS MEETING

1. MOTION by J Andreason, seconded by C Murphy to approve the minutes of the meeting on December 29, 2025. Motion carried unanimously.

C. PUBLIC PRESENTATION TO THE BOARD

D. DIRECTORS FINANCIAL REPORT OF THE LIBRARY

Christenson presented an overview of the 2025 finances, comparing total expenditures and total revenues. Mid 2026, after the lower level is complete, Christenson will work with the budget committee to compile a list of needed physical updates to the building and grounds and they will develop a plan for the building fund CD.

MOTION made by J Lueneburg, seconded by A Bortoff to accept the financial report. Motion carried unanimously.

Christenson presented the 2026 Library operations budget, which included approved wage increases and funding from the City. MOTION made by J Andreason and seconded by T Beson to adopt the 2026 library budget in the amount of \$623,685. Motion carried unanimously.

E. ACTION ON BILLS: None

F. PROGRESS AND SERVICE REPORT OF THE DIRECTOR

1. Statistical report – incorporated, and represents the 2025-year end statistics. Christenson included an info graph of the data and the Board discussed changes over the last year.
2. Youth services report - incorporated, reviewed and discussed.
3. Facilities report – Heat tape was installed in the gutter across the front of the building. Christenson reported she is working to find a landscaper and both post- construction cleaning service as well as a janitor for the new lower level.
4. Services report- February flyers for upcoming library programs were shared. The library is doing a historical display with the Boorman house at the High school about Mauston newspapers. The Board discussed plans for an Open House when the lower level is completed.
5. Friends of the library report – Christenson is working on booking the performers for the 2026 Music in the Park series.

G. COMMITTEE REPORTS

1. Personnel committee: Has not met
2. Budget committee: Has not met
3. Lower level committee: Christenson requested that the library be closed to the public on March 6, to prepare for the carpet install and temporary library. The Board discussed the logistics of setting up the community room, staff hours, alternatives to closing, using students and volunteers, and the service disruption to the public. MOTION made by A Bortoff, seconded by C Murphy to close library March 6, 2026. Motion carried unanimously.

H. COMMUNICATIONS : McGinley shared that he received a completed and very positive exit interview form, from recently retired staff member Lori Clark.

## I. UNFINISHED BUSINESS

President McGinley updated the Board on the status of the Lawrence estate and the hopes to have the property listed by March 1<sup>st</sup>. McGinley reported that Ray Feldman had a proposal from Walter Scott Jr. and Lina Nissley, to pay \$5,500 for contents in the Lawrence shed and textiles in the house.

## J. NEW BUSINESS

1. Upstairs furniture- Christenson presented reasons to reupholster the upstairs furniture rather than purchase new. After discussion of timing, storage, fabric and cost, MOTION made by J Andreason and seconded by J Lueneburg to spend up to \$65,000 for upholstering the chairs from the building fund cd. Motion carried unanimously.
2. Friends of the Library- Christenson gave a report of the Friends Board and the monthly Friends group. She and Carissa would like to implement Dollie Partons Imagination Library, and use the Friends' 501 c 3 as there must be a local charity organization partnership. The cost would depend on how many kids enroll. The Library staff would promote donations and sponsorships, and possibly the Friends could subsidize the project. Other ways to fund the project were discussed, and the Library Board was in favor of proceeding with the project.
3. Rhyme copy machine – we need a copy machine in the lower level when it is finished, and the grant includes funding for most of the machine. We can either lease a machine for five years or purchase a machine outright. Trustees discussed pros and cons of both. MOTION made by C Murphy and seconded by A Bortoff to purchase the copier for the lower level. The motion carried by unanimous roll call.
4. Continuing Education: MOTION made by C Murphy and seconded by J Lueneburg to approve staff request for continuing education registration in that amount of \$165.00, for a class Incorporating Digital Collection into Your Community Outreach. Motion carried unanimously.

## K. OTHER ITEMS NEEDING TO BE BROUGHT BEFORE THE BOARD

### L. DATES FOR NEXT TRUSTEES MEETINGS:

February 23, 2026 5:30PM

March 30, 2026 5:30PM

April 27, 2026 5:30PM

Save the date for April 20, 2026 open house

### M. ADJOURNMENT- J McGinley adjourned meeting at 7:02PM

Submitted by Mary Barrett, Secretary