

Minutes of the regular meeting
Board of trustees of the Hatch Public Library
Mauston Wisconsin
Meeting date October 27, 2025

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 5:31 PM at the Hatch Public Library

B. DISPOSITION OF MINUTES OF THE PREVIOUS MEETING

1. MOTION by J Lueneburg, seconded by A Bortoff to approve the minutes of the meeting on September 29, 2025. Motion carried unanimously

C. PUBLIC PRESENTATION TO THE BOARD. None.

D. DIRECTORS FINANCIAL REPORT OF THE LIBRARY

MOTION by J Andreason, seconded by T Benson to approve the financial report. Motion carried unanimously.

E. ACTION ON BILLS: B Christenson spoke to M Scully at the Bank of Mauston, regarding a CD rollover for the next three months at the same rate. Motion made by T Benson, seconded by C Murphy leave the CD in for another three months. Motion agreed unanimously.

F. PROGRESS AND SERVICE REPORT OF THE DIRECTOR

1. Statistical report - incorporated herein.
2. Youth services report - incorporated herein.
3. Facilities report - Toilet still waiting on parts.
4. Friends of the library report - Friends of the Library received an anonymous donation of \$2,500 for the library. Going to put the donation to Music in the Park.

G. COMMITTEE REPORTS

1. Personnel committee - The committee met regarding the employee wages. Motion made by C Murphy, J Andreason seconded, to go into Closed Session at 5:55 PM, under section 19.85 (1) (c) of the Wisconsin statutes to discuss compensation and performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises. Motion carried.

Motion to return to Open Session at 6:05pm.

Motion by J Lueneburg, second by T Benson by to approve the following 2026 library staff wage increases: Director and Youth Services, salary increase of 3.9%, Library Assistants wage increase of 4.2%, High school students and temporary summer hires wage increase 4.7%. Motion agreed unanimously. The Board discussed a new full-time position, this will be a salaried position.

2. Budget committee - Christenson had met with City administrator about 2026 library budget. While the committee believes the new lower level will require additional operating costs in 2027, we will keep 2026 budget request within the City's constraints. Christenson will meet with City Administrator Daron and discuss the future operational needs. The Board also discussed rising book prices and the loss of book distributor Baker & Taylor. Motion made by J Lueneburg, seconded by J Andreason to approve the 2026 library budget request of the City. Motion carried unanimously.

3. Lower level committee - The committee reported on Market & Johnsons progress on the project. The committee continues work on furniture choices and finishes. The furniture vendor bids were due today. Motion made by T Benson and seconded by J McGinley to accept the lowest bid and

contract by the company Duet Furniture Company, for \$151,000. Motion carried unanimously. Because including furniture in the lower level study rooms put the furniture over budget, it was agreed to use the existing furniture from upstairs in the study rooms. We have plenty of inventory so repurposing is responsible and prudent. The Board discussed closing the library to the public in some capacity during the upstairs work phase, possible projects and additional work for staff. To remain open with limited services, Christenson is working with the idea of possibly using the community room and front foyer for a mini library. Training, rearranging shelves, sorting and painting can be done. Downstairs is projected to be done by the end of March.

H. COMMUNICATIONS - none

I. UNFINISHED BUSINESS - none

J. NEW BUSINESS- Discussion and action regarding cameras: TC Networks, the camera people, presented pricing for adding an outside camera. Separately, they also presented a quote for additional cameras in the lower level. Econ, the company doing electrical in the lower level presented pricing for new camera cabling in the lower level. We have three quotes for cameras and cables. A motion was made by A Bortoff and seconded by J Andreason for all three quotes to be accepted. Motion carried unanimously.

K. OTHER ITEMS NEEDING TO BE BROUGHT BEFORE THE BOARD

L. DATES FOR NEXT TRUSTEES MEETINGS: November 24, 2025 5:30PM. December 29, 2025 5:30PM. January 26, 2026 5:30PM

M. ADJOURNMENT- J McGinley adjourned meeting at 6:46PM

Submitted by Mary Barrett, Secretary