

MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES OF THE HATCH PUBLIC LIBRARY
MAUSTON, WISCONSIN
November 25, 2024

A. ROLL CALL OF MEMBERS

Present: President J. McGinley, Vice President J. Lueneburg, Secretary C. Murphy,
M. Barrett, A. Bottorff, T. Benson, J. Andreasen, Director Christensen.
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 October 28, 2024 regular meeting were reviewed.
MOTION by Andreasen/Bottorff to approve the minutes of the
October 28, 2024 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 October 2024 Financials.
The October 2024 financial report incorporated herein was reviewed and
discussed. Christenson noted the two CDs are due in February; discussion ensued.
MOTION was made by Lueneburg/Andreasen to accept the October 2024
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 Christenson was reviewed and discussed.
4. Services Report of Director Christenson was reviewed and discussed. Christenson reported on programming completed and upcoming.
5. Friends of the Library report. Christenson reported that the Friends have decided not to rent a space for book storage and sales due to price. Also, the High School has offered to house the books and possibly book sales during HPL construction.

G. COMMITTEE REPORTS

1. The Personnel committee met on October 27, 2024 finalizing 2024 plan.
 - a. MOTION by Murphy/Benson to accept the recommendation of the Personnel committee for the 2025 staff wage increase:
 1. 3.2%: Janitors, high school aide and summer assistants
 2. 4.0%: Library Assistant 1, all other Library Assistants, Library Director
 3. 8%: Salaried Youth LibrarianMOTION carried unanimously.
2. The Budget committee-did not meet

a. Approval of 2025 Library budget.

1.Christenson reported that the City has not approved their budget. They will meet on December 10, 2024 to consider it.

MOTION by Bottorff/Barrett to approve the HPL 2025 Budget contingent on City Approval of our request of \$392,800.

MOTION carried unanimously.

3.The Riverside Committee met November 4,12,19. The minutes incorporated herein are reviewed. Updated renderings of LL project were shared. Christenson reported grant documentation submitted on schedule to the state. Christenson recognized Project Manager Jennifer Trader and City Administrator Haugh for their consultation and assistance.

H. COMMUNICATIONS-none

I. UNFINISHED BUSINESS

1.Discussion and possible action regarding lighting

a. Gray's Electric submitted an estimate (\$8,798.00) that included disposal of used bulbs. Wisconsin Electric updated their estimate (\$6,862.50) to include bulb disposal. Discussion ensued.

MOTION by Andreasen/Barrett to accept the Wisconsin Electric bid to replace 400 Florescent lights in the Library with LED to conserve energy at the recommendation of Focus on Energy

MOTION carried: 6 in favor, 1 opposed.

J. NEW BUSINESS-none

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

L. DATES FOR THE NEXT TRUSTEE MEETINGS:

December 30, 2024 at 5:30 p.m.

January 27, 2025 at 5:30 p.m.

February 24, 2025

M. ADJOURNMENT

Meeting was adjourned at 7:03 p.m.

Respectfully submitted,

Cathleen Murphy, Secretary.