

Minutes of regular meeting
Board of trustees of the Hatch public library
Mauston Wisconsin
Meeting date November 24, 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.

Mr. Ray Feldman was also in attendance.

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 C Murphy, seconded by T Benson to approve the minutes of the meeting on October 27, 2025, with friendly suggestions for future minutes.
Motion carried unanimously

C. PUBLIC PRESENTATION TO THE BOARD. President McGinley suggested taking the agenda out of order and turned the meeting over to Mr. Feldman, personal representative for deceased Knute Lawrence.

J. NEW BUSINESS

1. Discussion and possible action regarding Knute Lawrence estate

Ray Feldman came to discuss the property in Lindina, from the estate of Knute Lawrence. There remains lots of personal property in the house and garage/shed, even after the three Gavin Bros auctions. T Benson suggested talking with Carol Wagenson, to see if she could give us an assessment. Feldman discussed liability insurance and possibly getting individuals to assist in removing the personal property. Bridget will check with the city regarding liability insurance under the city's policy. T Benson offered to speak with Wagenson and Castle Rock Realty regarding the Lindina property.

A motion was made by J Andreason to list the Lindina property with local realtor Castle Rock Realty, as they will donate/waive commissions and fees. C Murphy 2nd. All in favor, motion passed.

A motion was made by C Murphy to contact Carol Wagenson and ask for an assessment of the personal property left in the Lindina house and shed. 2nd by J Andreason. All in favor, motion passed.

The meeting resumed in agenda order.

D. DIRECTORS FINANCIAL REPORT OF THE LIBRARY

MOTION by A Bortoff, seconded by T Benson to approve the October 2025 financial report. Motion carried unanimously.

E. ACTION ON BILLS: None

F. PROGRESS AND SERVICE REPORT OF THE DIRECTOR

1. Statistical report - incorporated. Christenson also included statistics on the growing attendance annually to Pumpkins on the Patio, and report on library overdue fines, from the last few years.
2. Youth services report - incorporated, reviewed and discussed
3. Facilities report - Christenson reported that a new toilet has been installed in the men's restroom and the new camera by the dumpsters has been installed.
4. Services report- No report was given
5. Friends of the library report - No report was given

G. COMMITTEE REPORTS

1. Personnel committee: Has not met
2. Budget committee: B Christenson met with City Administrator Daron Haugh about the 2026 and 2027 budgets and additional lower level expenses. Daron and Bridget will explore possible additional revenue sources for the library.
3. Lower level committee
 - a. Updates on lower level project

Christenson reported on the lower level furniture contract with DUET, showed samples of materials for chair upholstery chosen, shared slides of the tables and chairs, and looked at where and what the layout will be in the lower level.

- b. Discussion and action regarding upstairs carpet

The Board looked at two options for carpeting the upstairs of the library, to be done at the end of the lower level project. Both options require the library proper to be closed to the public. Option 1 the library would be closed for 3 weeks, and the install would be sooner. Option 2 the library could use the Community room as a makeshift library but the project would be done later in March. The Board discussed keeping staff working, the price difference, and time frames.

A motion was made by J Andreason, 2nd by T Benson to approve carpet option 2. All in favor, motion passed.

H. COMMUNICATIONS - none

I. UNFINISHED BUSINESS -

J. NEW BUSINESS

1. Previously recorded in the minutes
2. Discussion and action regarding HVAC control system

JM Brennan presented a quote to upgrade the existing HVAC controls which are original to the building. JM Brennan is also doing the new downstairs controls, and the proposed controls upgrade will work with the new downstairs controls. There is a discount for doing the upgrade in conjunction with the lower level project. Motion was made by A Bortoff, 2nd by J Lueneburg to approve the controls upgrade with JM Brennan for \$37,775. All in favor, motion passed.

K. OTHER ITEMS NEEDING TO BE BROUGHT BEFORE THE BOARD

L. DATES FOR NEXT TRUSTEES MEETINGS:

December 29, 2025 5:30PM

January 26, 2026 5:30PM

February 23, 2026 5:30PM

M. ADJOURNMENT- J McGinley adjourned meeting at 7:07PM

Submitted by Mary Barrett, Secretary