

MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES OF THE HATCH PUBLIC LIBRARY  
MAUSTON, WISCONSIN,  
January 27, 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 Christenson.

The meeting was called to order by President McGinley at 5:32 p.m.

B. DISPOSITION OF MINUTES OF THE PREVIOUS MEETING

1. The minutes of the December 30, 2024 regular Board meeting were reviewed.

MOTION by Andreasen/Bottorff to approve the minutes of the December 30, 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 December 2024 Financials.

The December 2024 financial report incorporated herein was reviewed and discussed.

MOTION was made by Murphy/Benson to accept the December 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. Christenson reported that the lighting project is completed satisfactorily. She also noted the furnaces have failed several times and BTU was called. Parts are ordered.

One furnace is functioning and adequately heating the Library. Discussion occurred about having a capital fund for equipment service and replacement.

4. Services Report of Director Christenson was discussed. The Director updated the Board on past and coming Library activities.

5. Friends of the Library report. Director Christenson reports the Friend's planning for vacating the lower level for the construction continues to progress.

G. COMMITTEE REPORTS

1. The Personnel committee has not met.

2. The Budget committee has not met. April will be the 25th anniversary for HPL. A committee is being formed to plan an event.

3. The River Level committee met January 7 and January 20. Minutes are contained herein. Discussion of rooms names, flooring options, budget, schedule.

Discussion occurred regarding the process of hiring a construction library representative/consultant and expenses for a storage unit during construction.

H. COMMUNICATIONS-none

J. NEW BUSINESS

1.Review and update Policy schedule

a.Schedule is reviewed

2.Meeting Room Use Policy

a.The Policy is reviewed. Outdated content was pointed out. Discussion of including additional types of Library space use were discussed including celebrations. Agreement to update current policy and delay expanding use of space types until the building project is completed and use of space stabilizes.

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

L. DATES FOR THE NEXT TRUSTEE MEETINGS:

February 24, 2025

March 24, 2025

April 28, 2025

May 10, 2025

M. ADJOURNMENT

Meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Cathleen Murphy, Secretary.