

MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES OF THE HATCH PUBLIC LIBRARY  
MAUSTON, WISCONSIN  
April 29, 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. Kelsey Stockwell-JCHD.

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 March 25, 2024, regular meeting were reviewed.

MOTION by Benson/Andreasen to approve the minutes of the March 25, 2024 regular meeting as presented was made.

MOTION carried unanimously.

C. PUBLIC PRESENTATION TO OR DISCUSSION WITH THE BOARD-none

President McGinley requested that out of courtesy the order of items be amended to consider the J.2 presentation of the JCHD at this time. All agreed.

J.2. Discussion and possible action regarding harm reduction vending machine.

Kelsey Stockwell from Juneau County Health Department presented information about a grant to provide lifesaving, anonymous access to life-saving tools and asks the Library to locate a "harm reduction vending machine" on the Library campus. The machine would distribute Narcan, fentanyl test strips, disposal bags, condoms and other items as additional grant funding is found. Discussion ensued. Concerns were raised about lack of information about effectiveness, community acceptance, location options, and the short time line. The Board declined to participate at this time.

The meeting returned to the regular agenda.

D. DIRECTOR'S FINANCIAL REPORT OF THE LIBRARY

1. Discussion and action on March Financials.

The March financial report incorporated herein was reviewed and discussed

MOTION was made by Murphy/Bottorff to accept the March 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 Christensen was reviewed and discussed.

4. Services report of Director Christensen was reviewed and discussed.

5. Friends made over \$800 at April book sale. The friends annual meeting is May 7.

## G. COMMITTEE REPORTS

1. Personnel committee has not met
2. The Budget committee has not met.
3. The River Level met several times; committee meeting minutes are included.
  - a. Discussion and possible action regarding architect services.  
Minutes are reviewed. The RFP was released April 26 and has been reviewed in committee. Discussion ensued noting the close alignment of opportunities the grant would provide with the need of our community and regarding immediate next steps regarding the Flexible Facilities grant.  
MOTION by Murphy/Barrett to approve up to \$5,000 for Architect schematics and cost estimates required for the grant application.  
MOTION roll call-Yes: McGinley, Murphy, Barrett, Bottorff, Benson, Andreasen  
No: none. Motion carried.

## H. COMMUNICATIONS

Director Christensen provided timeline for ILS migration, overdue/recovery process information and Library Board Trustee contacts. She reminded the Board that the May meeting will include officer and committee updates.

## I. UNFINISHED BUSINESS-non

## J. NEW BUSINESS

1. Discussion and possible action regarding overdue policies.  
Director provided information regarding the changes to overdue policy, reviewed what other libraries have done regarding overdue fines, discussed the benefits of the changes and noted the discussion last meeting about the ILS migration and timing of this change. Discussion ensued.  
MOTION by Andreasen/Benson to adopt presented recommendations to changes in Hatch Library policy and procedures associated with overdue fines.  
MOTION carried unanimously.
2. See above
3. Appointment of nominating committee  
President McGinley appointed Benson and Barrett to the nominating committee.

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

## L. DATES FOR THE NEXT TRUSTEE MEETING:

May 28, 2024 at 5:30 p.m.  
June 24, 2024 at 5:30 p.m.

## M. ADJOURNMENT

Meeting was adjourned at 7:28 p.m.

Respectfully submitted,

Cathleen Murphy, Secretary.