

MINUTES OF REGULAR MEETING  
BOARD OF TRUSTEES OF THE HATCH PUBLIC LIBRARY  
MAUSTON, WISCONSIN  
October 28, 2024

A. ROLL CALL OF MEMBERS

Present: President J. McGinley, Vice President J. Lueneburg (left at 6:35),  
Secretary C. Murphy, A. Bottorff, T. Benson, J. Andreasen, Director Christenson.  
Absent: M. Barrett

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 September 30, 2024 regular meeting were reviewed.  
MOTION by Andreasen/Bottorff to approve the minutes of the  
September 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 September 2024 Financials.  
The September 2024 financial report incorporated herein was reviewed and  
discussed. Noted was the computer migration project which temporarily reduced  
access to online ordering of materials.  
MOTION was made by Murphy/Benson to accept the September 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  
called the city maintenance contact for several small jobs at the library which  
were completed satisfactorily. Men's bathroom work is completed.
4. Services Report of Director Christenson was reviewed and discussed. Toys-4-Joy  
representatives worked with library staff to implement online registration form  
for the December distribution. Christenson reported that a patron complained  
about a book club choice to her and the Mayor.
5. Friends of the Library report. Christenson reported that the options for book sale  
transition during building project were discussed. She explained that July 1,  
2025, is the absolute beginning of construction in the lower level and the lower  
level must be completely vacated by then. They will discuss options, plan for  
transition and report back to board next month. Butterfield said there was  
consensus in the Friends Group that book sales should continue in some fashion  
through the construction period.

G. COMMITTEE REPORTS

1. The Personnel Committee met on October 27, 2024 to discuss evaluation and wages.
  - A. MOTION made at 5:55 p.m. by Murphy/Benson to move into Closed Session under Section 19.85(1)(c) of Wisconsin Statutes to discuss compensation and performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.  
ROLL CALL of the Trustees resulted in unanimous approval
  - b. MOTION made at 6:37p.m. by Bottorff/Andreasen to reconvene Open Session  
ROLL CALL of Trustees resulted in unanimous approval.
  - c. 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.
  - d. Christenson's evaluation was discussed.
2. The Budget Committee-did not meet
3. The River Level Committee-met October 15 and October 22 minutes are incorporated herein.

H. COMMUNICATIONS

1. Announcement of FFP grand award. Christenson presented the plan to announce the grant to the community. Notification document are enclosed herein.

I. UNFINISHED BUSINESS

1. Discussion and possible action regarding lighting
  - a. Gray's Electric submitted an estimate that included disposal of used bulbs is presented. Disposal cost were \$600 more than the other bid. Christenson will revisit first estimate especially regarding disposal cost and rebate inclusion and report next meeting.  
MOTION by Benson/Bottorff to table lighting action until additional information is available.  
MOTION carried unanimously.

J. NEW BUSINESS-none

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

L. DATES FOR THE NEXT TRUSTEE MEETINGS:

November 25, 2024 at 5:30 p.m.  
December 23, 2024 at 5:30 p.m.  
January 27, 2025 at 5:30 p.m.

M. ADJOURNMENT

Meeting was adjourned at 7:04 p.m.

Respectfully submitted,

Cathleen Murphy, Secretary.