

MINUTES OF THE HARTLAND PUBLIC LIBRARY BOARD OF TRUSTEES

Regular meeting on January 10, 2019

Submitted by Lynda Crooke, secretary

- A. CALL TO ORDER was made at 5:02 by president, Janet Schmitt. Present were Board members, Lee Bromberger, Lynda Crooke, Michele Plank, Amy Reichert, Jay Williams. library director Laura Gest, and observers Heidi Bauer and Ryan Wong.
- B. PUBLIC COMMENT: Ryan Wong read a statement of opposition to moving and using of the Historical Society display case for patron displays on the main floor. The Board agreed with him, cancelling the plan, and thanked him for his comments. The subject will be revisited in March.
- C. MINUTES of the December 13 meeting were reviewed. Reichert moved that we accept them, as corrected. Bromberger seconded the motion and it carried.
- D. FINANCIAL AFFAIRS:
1. Motion to approve the December bills was made by Plank and seconded by Crooke. The motion carried.
 2. The status of the budget was reviewed, it is honky-dorie.
- E. DIRECTOR'S REPORT:
1. Statistics for December show that circulation was up 137 for the month and up 4391 for the year.
 2. Laura shared the Monthly News.
 - a. Laura plans to take part in the community Big Read next year.
 1. Katie Herrmann is planning to use "Where the Crawdads Sing" by Delia Owens.
 2. The Board suggested other books be considered.
 - b. More washers will be installed at the bottom of the storywalk stands.
 - c. An AmazonSmile account has been set up, enabling our Library to get 05% of each qualifying order.
 1. The Board gave some suggestions for informing patrons about this.
 - d. Laura has received applications for the position of Youth Services Librarian.
 1. Two candidates will be interviewed the week of Jan. 21.
 - e. The Outreach Program at the Hartland Place is a great success.
 - f. The staff has gone through Active Shooter Training training.
 1. The Village will fix our Panic Button.
 2. Further information will be discussed at the inservice.
 - g. Laura went over the subjects she plans to cover at the inservice on Friday, Jan.25.
 - h. Donna Dorau resigned from the Library Board because of her new work schedule.
- F. OLD BUSINESS: There was none.

G. NEW BUSINESS:

1. Williams passed out and discussed the Performance Surveys.
 - a. One survey was chosen and adjusted.
 - b. Surveys will be passed out to primary library staff, three Village staff, and the Library Board.
2. The 2019 Staff Holiday Calendar was discussed and Williams made a motion to accept the schedule, Reichert seconded the motion and it passed.

H. ADJOURNMENT: Motion to adjourn was made at 6:06 by Crooke and seconded by Reichert. The motion carried. The next meeting is scheduled for Thurs., February 21, 2019 at 5:00 PM.