

Minutes of the Hartland Public Library  
Board of Trustees  
Regular meeting on May 16, 2019  
Submitted by Amy Reichert

- A. CALL TO ORDER was made by Jay Williams. Present were Board members, Lee Bromberger, Michele Plank, Jay Williams, Amy Reichert, Library Director Laura Gest. Janet Schmitt were absent. Staff member Heidi Bauer was also present.
- B. PUBLIC COMMENT: There was none.
- C. Minutes of the April 11 meeting were reviewed. Bromberger made a motion to approve the minutes from the April meeting. Plank seconded the motion and it carried.
- D. FINANCIAL AFFAIRS.
1. Motion to approve the March bills was made by Bromberger and seconded by Plank. The motion carried.
  2. The status of the budget was reviewed, it is swell.
- E. DIRECTORS REPORT:
1. Statistics for April circulation was up, including Overdrive.
  2. Laura shared the monthly news.
    - a. Attended a Welcome session for the new Village Board of Trustees.
    - b. Bridges and Milwaukee County are working on a Cyber security grant.
    - c. The Hartland Library hosted the April Bridges Board Meeting. It was delightful and they approved of the Trustee Dinner for Wednesday, September 25.
    - d. Village Department heads met regarding the Village Administrator vacancy on April 23. Gest plans to attend more meetings.
    - e. Village President Jeff Pfannerstill will be the new Library Board Village Board Trustee.
    - f. The T-Rex Tea Party was successful.
    - g. Book Sale earned \$1100 plus a matching \$1500 from the Woodmen.
    - h. Party in the Park is June 7. There will be inflatables, brats and hot dogs from the Fire Department. The library will close at 5 pm that day because there isn't enough staff to keep it open and have Party in the Park.
    - i. Gest attended the Wisconsin Association of Public Libraries Conference in Wausau. One recurring topic was how to keep the browsing histories clear on all public computers to protect the

patrons' privacy. Gest is looking into this.

- j. Brianna Rasmussen has been approved by the County Executive to be our new board member.
- k. Hartland-Lakeside school district is donating a Promethean Board to the library. It will be used for movies and more.
- l. A bench has been selected to honor Michael Moran and Gest is waiting for more info from DPW on installation costs.

F. OLD BUSINESS:

1. Gest will purchase book bags from Learning Props.
2. The Zoo Pass should be here soon.

G. NEW BUSINESS:

1. Laura will revise the Village's Purchase Policy to be library specific and we will discuss at next month's meeting.
2. On New Years Eve and Good Friday, employees that have to work will receive overtime pay.
3. The Village Board approved a policy that overtime pay will start after an employee has reached 40 hours for the week, regardless of how many hours are worked each day.

H. ADJOURNMENT. A Motion to Adjourn was made at 5:53 by Bromberger and seconded by Plank. The motion carried. The next meeting is scheduled for 5:00 pm on Thursday, June 13, 2019.