

Minutes of the Hartland Public Library  
Board of Trustees  
Regular meeting on January 9<sup>th</sup>, 2020  
Submitted by Brianna Rasmussen

- A. CALL TO ORDER was made at 5:05 p.m. by President Janet Schmitt. Present were board members Jay Williams, Jeffery Pfannerstill, Lee Bromberger, Brianna Rasmussen and Library Director Laura Gest. Amy Reichert and Michele Plank were absent.
- B. PUBLIC COMMENT – there was none.
- C. MINUTES Williams made a motion to approve the December minutes. Bromberger seconded and the motion carried.
- D. FINANCIAL AFFAIRS
  - 1. Consideration of a motion to approve the bills was made by Rasmussen and seconded by Bromberger. The motion carried.
  - 2. Status of Budget was discussed and looks good.
- E. DIRECTOR’S REPORT
  - 1. Statistics
  - 2. Monthly News
    - i. Laura thanked the board for stories with Santa.
    - ii. Almost up 6% for the year!
    - iii. Craft bags went over well.
    - iv. Computers are almost done, and we do not need new receipt printers.
    - v. Laura shared slides with the department heads from her Directors boot camp.
    - vi. Peter has decided to not utilize the graphics for the Summer Reading Program.
    - vii. Reviews are done.
    - viii. Heidi will no longer be helping with Outreach. This will be taken over by Claudia going forward.
    - ix. Emily and Peter hosted Noon Years’ Eve and about 160 people were in attendance.
    - x. Next week Envisionware is coming to look over the building and to discuss a plan. Board is still offering to help tag with the new system.
    - xi. Laura is discussing with staff about engaging more in the community. Laura will complete a work study to share with the board by the next board meeting.

F. OLD BUSINESS – there is none.

G. NEW BUSINESS

1. Act/ Approve change to next meeting.
  - i. Williams moved to change the next meeting date from February 13<sup>th</sup> to February 20<sup>th</sup> at 5:00 p.m. Pfannerstill seconded and the motion carried.
  
2. Roll call vote to move to a closed session for the Director evaluation. – Consider adjourning to Closed session per WI 19.85(1)(c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. For the purpose of staff evaluation. Following closed session, the Library Board may either adjourn or reconvene in open session if there is any action to be taken in open session other than adjournment.
  - i. Bromberger – yes
  - ii. Rasmussen – yes
  - iii. Pfannerstill – yes
  - iv. Williams – yes
  - v. Schmitt – yes
  
3. Roll call vote to come out of closed session and adjourn meeting.
  - i. Bromberger - yes
  - ii. Rasmussen - yes
  - iii. Pfannertill - yes
  - iv. Williams - yes
  - v. Schmitt - yes

H. ADJOURNMENT – A motion to adjourn was made at 6:44 p.m. by Bromberger and seconded by Williams. The motion carried. The next meeting is scheduled for Thursday February 20<sup>th</sup>, at 5:00 p.m.