

Hazel Mackin Community Library
Monthly Board Meeting Minutes
August 27, 2024 at 4:30 PM

The July meeting was called to order by President Donna Haugen at 4:30 pm.

Roll call, confirmation of quorum, and no guests were present.

Board members: Donna Haugen (President, present), Mike Odden (Treasurer, present), Jon Weiss (Secretary, present), Peter Tharp (Trustee, present), Kaila Kastens (present), Rachael Ryan (present), and Director Tori Schoess (present).

Motion by Rachael (Donna, 2nd) to approve the August meeting agenda; approved.

Motion by Rachael (Kaila, 2nd) to approve the monthly meeting minutes from July 30th; approved.

Motion by Donna (Mike, 2nd) to approve the bills; approved.

Motion by Donna (Kaila, 2nd) to approve the treasurer's report; approved.

Director Schoess presented her monthly report of library updates, program highlights and statistics.

First, Library Director Schoess reported that August has slowed when compared to June and July. Staff attended a virtual adult services programming meeting hosted by IFLS. It was a great way to share ideas. Many in attendance also want to offer more programming but struggle with the appropriate number of staff.

Second, staff attended a partnership meeting with the Hammond Library and the SCC Media Specialist. The plan is to partner with SCC this upcoming school year which will include school visits (beginning in September) and a few other events. Staff will be in attendance at the SCC Elementary's open house on Thursday, August 29th.

Third, there have been some training opportunities for staff. Laura attended the Gen Con, while Laura and Dakota attended a book repair workshop sponsored by IFLS. Lastly, Tori is finalizing the AED grant.

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In regards to upcoming events and programming, highlights for August include: Yellowstone Trail, Joyful Brass Concert (this year's concert had 60 attendees) and a summer movie. D&D begins again next month.

Motion by Rachael (Kaila, 2nd) to approve the director's report; approved.

HVAC - Discussion. A discussion is ongoing with the Village Board Meeting. The board is asking for official bids and will utilize ARPA funds to replace two air conditioner units. Continued discussion was carried to the September meeting.

2025 Library Budget - Discussion

Motion by Donna for this meeting to be convened into Closed Session at 4:45 pm per WI Statute 19.85 1 (c) while considering employment, promotion, compensation, or performance evaluation data of any employee over which the governmental body has jurisdiction or exercises responsibility to discuss 2025 Library Budget. (Mike, 2nd). Donna called for Roll-call vote. All members present, Donna Haugen; aye, Mike Odden; aye, Jon Weiss; aye, Peter Tharp; aye, Kaila Kastens; aye, and Rachael Ryan; aye.

Motion by Rachel (Kaila, 2nd) to reconvene into Open Session. Donna called for Roll-call vote. All members present, Donna Haugen; aye, Mike Odden; aye, Jon Weiss; aye, Peter Tharp; aye, Kaila Kastens; aye, and Rachael Ryan; aye.

Motion by Mike (Donna, 2nd) to accept Library Budget as discussed in closed session; approved.

Motion by Donna (Rachael, 2nd) to adjourn the meeting; approved.

The meeting was adjourned; approved at 5:07 pm.

Respectfully submitted, Jon Weiss, Secretary