



Board of Trustees Meeting

December 16th, 2025 - 4:30 p.m.

Woodruff Room

(virtual option via [TEAMS](#) for those unable to attend in person)

Agenda

I. **Call to Order & Introductions**

- A. Public comments: (See <https://www.hedbergpubliclibrary.org/policies>)

II. **Consent Agenda Items:**

All items under the Consent Agenda are considered routine and will be approved by unanimous consent. There will be no separate discussion of items in this section unless a Board member so requests, at which time the item will be removed and considered later in the agenda.

- A. Agenda for this meeting: December 16th, 2025
- B. Minutes of the previous meeting: November 18th, 2025
- C. Financial Reports:
 - a. 2025 HPL Operating Statements through November 30th, 2025
 - b. HPL Expenditure Approval 11/12/25 through 12/10/25
- D. Activities Report
- E. Library Trustee Essentials: Please see [The Library Board and Library Personnel](#) (pg. 55)

III. **Reports**

- A. Prairie Lakes Library System Report (Assistant Library Director reporting)
- B. Friends of the Library Report (Library Board Representative)
- C. Activities Report: Oral Reports (Department Heads reporting)
- D. Library Director Report

IV. **Old Business**

- A. Waiver for wedding in Oct. 2026 (Library Director) – Possible action: To require a wedding party to sign a hold harmless waiver for a ceremony.

V. **New Business**

- A. Trustee Reports (Board Members reporting) - Discussion
- B. HPL 55-65 Insurance gap (Library Director) – Possible action: To address insurance gap for HPL retirees between the ages of 55 and 65.
- C. Evaluation of Inclusive Facilities Policy (Library Director) – Possible action: To adopt a new policy.

VI. **Adjournment (Next Regular Meeting – January 20, 2026)**

The undersigned, as the designee of the presiding officer of the above governmental body, certify that on December 10, 2025, I posted a copy of this agenda on the Hedberg Public Library community information board and sent a copy of this document to the City Clerk's office for posting in the lobby of the Janesville City Hall and for sending to the official newspaper of the City of Janesville. Eric Robinson, Library Director. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To make a request, please contact the Hedberg Public Library at (608) 758-6600, 316 S. Main St., Janesville.