



Board of Trustees Meeting

April 15th, 2025 - 4:30 p.m.

Woodruff Room

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

Agenda

I. Call to Order

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: April 15th, 2025
- B. Minutes of the previous meeting: March 18th, 2025
- C. Financial Reports:
 - a. 2025 HPL Operating Statements thru March 31st, 2025
 - b. HPL Expenditure Approval 3/13/25 thru 4/10/25
- D. Activities Report
- E. Library Trustee Essentials: Please see [Developing Essential Library Policies](#) (pg. 71)

III. Reports

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

IV. New Business

- A. Suggested board by law changes for officer elections – Library Director
(*Action: Vote on proposed board by law changes related to the election of officers*)
- B. Night at the Library early closure. October 18th 2025, 1pm – Library Director
(*Action: Close the library at 1pm October 18, 2025 for the Night at the Library event*)
- C. Bookmobile Capital Campaign update – Library Director
(*Discussion: Update on capital campaign for a new bookmobile*)
- D. Public Comment period for the board? – Board President
(*Discussion: Consideration of establishing a public open comment period for Board meetings*)
- E. Closed Session – Personnel Committee
Consideration of one or more motions to convene into closed session, pursuant to Wis. Stats. Sec. 19.85(1)c for the purpose of considering employment, promotion, compensation or performance evaluation data of the library director.

V. Adjournment (Next Regular Meeting – May 20, 2025 (Adjournment))

The undersigned, as the designee of the presiding officer of the above governmental body, certify that on April 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.