



Board of Trustees Meeting

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

Woodruff Room

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

Agenda

I. Call to Order & Introductions

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: July 15th, 2025
- B. Minutes of the previous meeting: June 17th, 2025
- C. Financial Reports:
 - a. 2025 HPL Operating Statements thru June 30th, 2025
 - b. HPL Expenditure Approval 6/12/25 thru 7/9/25
- D. Activities Report
- E. Library Trustee Essentials: Please see [Developing the Library Budget](#) (pg. 59)

III. Reports

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

IV. New Business

- A. Public Code of Behavior – Library Director
(*Action: Vote on approval of A901b Public Code of Behavior policy update*)
- B. Fundraising, Financial Gain and Alcoholic Beverages – Library Director
(*Action: Vote on approval of A105b Fundraising, Financial Gain and Alcoholic Beverages policy update*)
- C. Public Comments section being introduced to library board agendas – Nicole R.
(*Discussion of public comments process / policy for library board meetings.*)
- D. Library Board bylaws – Katy G.
(*Discussion and possible action on suggested bylaw changes.*)
- E. Communication survey – Katy G.
(*Discussion on upcoming questions/survey going to HPL staff on communication within HPL since the staff culture survey in 2023*)

V. Adjournment (Next Regular Meeting – August 19, 2025 (Adjournment))

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