



## Board of Trustees Meeting

August 19th, 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: August 19<sup>th</sup>, 2025
- B. Minutes of the previous meeting: July 15<sup>th</sup>, 2025
- C. Financial Reports:
  - a. 2025 HPL Operating Statements thru July 31st, 2025
  - b. HPL Expenditure Approval 7/10/25 thru 8/11/25
- D. Activities Report
- E. Library Trustee Essentials: Please see [Bylaws—Organizing the Board for Effective Action](#) (pg. 23)

#### III. Reports

- A. Prairie Lakes Library System Report (Assistant Library Director reporting)
- B. Friends of the Library Report (Did not meet in July 2025)
- C. Activities Report: Oral Reports (Department Heads reporting)
- D. Library Director Report

#### IV. New Business

- A. Policy review and approval – Library Director  
(*Action: Vote on approval of A705b Programs and A902b Paging in the Library policies*)
- B. Strategic Plan (2026-2028) – Library Director  
(*Discussion on timeline and potential costs of facilitated strategic planning*)
- C. Public Comments section being introduced to library board agendas – Katy G.  
(*Action: Vote on approval of public comments during library board meetings.*)
- D. Library Board bylaws changes – Katy G.  
(*Action: Vote on approval of changes to HPL board bylaws.*)
- E. Communication survey – Katy G.  
(*Discussion on timeline for survey going to HPL staff on communication within HPL since the staff culture survey in 2023*)

#### V. Adjournment (Next Regular Meeting – September 16, 2025)

The undersigned, as the designee of the presiding officer of the above governmental body, certify that on August 12, 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.