



## Board of Trustees Meeting

September 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

#### 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: September 16<sup>th</sup>, 2025
- B. Minutes of the previous meeting: August 19<sup>th</sup>, 2025
- C. Financial Reports:
  - a. 2025 HPL Operating Statements thru August 30<sup>th</sup>, 2025
  - b. HPL Expenditure Approval 8/12/25 thru 9/10/25
- 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 (Did not have quorum in August 2025)
- C. Activities Report: Oral Reports (Department Heads reporting)
- D. Library Director Report

#### IV. New Business

- A. Public Comments section being introduced to library board agendas – Katy G.  
(*Action: Vote on approval of public comments during library board meetings.*)
- B. Library Board bylaws changes – Katy G.  
(*Action: Vote on approval of changes to HPL board bylaws.*)
- C. 2026 HPL Budget – Library Director.  
(*Possible Action: Vote on approval of 2026 HPL budget.*)

#### V. Closed Session

- A. Update on 2025-2026 HPL Director goals – Library Director  
(*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.*)
- B. Culture Survey Takeaways – Personnel Committee

#### VI. Adjournment (Next Regular Meeting – October 21, 2025)

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