



Board of Trustees Meeting  
August 19th, 2025 - 4:30 p.m.  
Minutes

Trustees present in person or via Teams: Katy Grogan, Quentin Mayberry, Holly Garey, Steven Aurit, Richard Neeno, Nicole Ryan, Cassandra Dobson, Julie Budrow, Jessica Grandt

Staff present in person or via Teams: Eric Robinson, Charles Teval, Jenny Swales, Mary Buelow, Rene Bue, Emrick Gunderson

I. Call to Order – Introductions

Q. Mayberry called the meeting to order at 4:30 p.m.

II. Consent Agenda Items: No items were pulled.

III. Reports

**A. Prairie Lakes Library System Report:** Looking into Patron Point which helps public libraries engage library customers through targeted marketing. Also looking into which titles to buy through Overdrive Advantage in order to lower hold lists. Ink and Imagination Passport Adventures will begin Sept. 2, which encourages people to visit all the libraries in the system.

**B. Friends of the Library:** (Did not meet in July 2025)

**C. Activities:** R. Bue stated \$3750 has been raised so far for Night at the Library. Looking to have the Bookmobile built by May 2026, and will soon be looking at how to design the outside of it.

**D. Library Director Report:** Has been working on the 2026 budget and will have a draft to present by the second week of September. Has been working with the City to get health insurance retirement for library employees, which is a benefit the City has, but the Library doesn't. Will serve as the Vice-President for the Wisconsin Library Association next year.

IV. New Business

**A. Policy review and approval (action item).** Only some minor tweaks were made to the policies.

K. Grogan moved to approve the policies A705b Programs and A902b Paging in the Library as written, S. Aurit seconded and the motion passed.

**B. Strategic Plan 2026-2028 (discussion).** E. Robinson has requested some proposals from consultants to help us develop a three-year strategic plan. This would be budgeted for next year, and would probably take 4-5 months to complete.



**C. Public Comments section being introduced to library board agendas (action item).**

K. Grogan made a motion to approve the Public Comments section being introduced to the Board agenda. C. Dobson seconded. The motion was defeated.

Some concerns were brought up in the discussion such as allowing comments to be made via Teams. The draft will be amended and brought for action at the next session.

**D. Library Board By-laws changes (action item).** Revision #1 is regarding Nominating Committee Appointments and Revision #2 is regarding Public Comments.

S. Aurit made a motion to approve the revision on Nominating Committee Appointments as presented, and to table the revision on Public Comments until the next session. H. Garey seconded, and the motion passed.

**E. Communication Survey (discussion).** K. Grogan stated E. Gunderson will provide the results of the survey to the Board. Staff will get the results of the Yes or No questions, but will not get any of the comments until the Board has time to review and look at takeaways. There will be a closed session in September to review the comments and any subsequent goals.

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

J. Budrow made a motion to adjourn the meeting. K. Grogan seconded, and the meeting adjourned at 5:15 pm.

Submitted,

Jenny Swales

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