



**Board of Trustees Meeting**  
September 16th, 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, Jessica Grandt

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

I. Call to Order & Introductions

K. Grogan called the meeting to order at 4:29 p.m.

II. Consent Agenda Items: No items were pulled.

III. Reports

- A. Prairie Lakes Library System Report : C. Teval and E. Robinson reported. PLLS will be initiating an Overdrive Advantage “Lucky Day” collection available to Prairie Lakes System patrons. The “Ink & Imagination” library passport program is underway. A discussion on staff wellness and interpersonal issues was held at the PLLS Directors’ meeting.
- B. Friends of the Library Report: E. Robinson reported no quorum at August meeting. Friends are scheduled to meet on Thursday, 9/18/25.
- C. Activities Report: R. Bue shared new folder for Bookmobile final fundraising and stated that they are looking for a company to design the vehicle wrap. Bue also reported that Night at the Library will be held October 18 and that they have currently raised \$6250 in sponsorship donations and about \$300 - \$400 in prizes.  
Kudos from Katy to Gabrielle Draxler and helpers on the clothing drive.  
Attention was directed to the new mural in the covered parking area.
- D. Library Director Report: E. Robinson thanked Megan Fisher, Mary Schweigl, Kerem Yildizer, and other PSAs for keeping the Express Branch open during Branch Manager’s absence.  
Library volunteer hours have been high, number of library cards issued is up, foot traffic is steady. Circulation is down a little primarily due to limits imposed on Hoopla due to costs. Almost 700 people attended the Clothing Drive. HPL has taken on the sorting of Rock Co. materials from the Milton Library location, M. Dennis and E. Gunderson have coordinated the transition. In response to question, Robinson said that PLLS pays for us providing services like original cataloging and now the materials sorting.

IV. New Business

- A. Public Comments section being introduced to library board agendas (Action Item).  
K. Grogan reported that the Public Comments policy was reworked in response to last month’s meeting discussion and what the City is doing.



Q. Mayberry moved to approve the policy draft allowing for Public Comments during Library Board meetings, R. Neeno seconded. Motion carried.

B. Library Board bylaws changes (Action item).

S. Aurit moved to approve the change to the bylaws incorporating the Public Comments section in the agenda, Q. Mayberry seconded. Motion carried.

C. 2026 HPL Budget.

The Board Finance Committee had met to discuss the 2026 Budget draft with Director E. Robinson. Q. Mayberry spoke of the changes the City had made without communicating to the Library Director ahead of time. E. Robinson went over some of the budget details. Board members discussed the shortfalls and communication issues. It was decided to table voting on the budget until the October meeting.

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

S. Aurit moved to go into Closed Session, H. Garey seconded. K. Grogan conducted a roll call vote. Motion was approved unanimously.  
Open session ended at 5:29 p.m.

Next Regular Meeting – October 21, 2025

Submitted,

Charles Teval

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