

**Hazel Mackin Community Library**  
**Board Meeting Minutes**  
**May 31, 2022**

The meeting was called to order by President Haugen at 4:30 pm.

Board members present: Donna Haugen, Margie Stone, Katy Kapaun, Lyndia Hanson (Secretary), Jon Weiss, Stephanie Lamia (Treasurer). Also present were Director Schoess and Peter Tharp.

Haugen moved (Stone 2nd) to approve the agenda; approved.

We will approve the minutes from the April meeting next month.

Haugen moved (Stone 2nd) to approve and pay the bills from the previous month; approved.

Treasurer Lamia shared the Treasurer's Report.

- Hanson will send out the monthly thank you notes.
- The framed poster of library donors is finished and delivered.
- The funds from the coffee donations (noted as *donation* and *jar*) will go to purchasing more supplies
- A June payment to the village of \$6,000 will be made (for the annual parking lot payment)

Lamia moved (Kapaun 2nd) to approve the treasurer's report; approved.

Director Schoess presented her April reports and informed the board of library updates, programming highlights, and continuing education meetings. Her report included details on:

- The new copier
- The HVAC inspection
- Hudson Library funding structure (ACT 150 payments)
- The Friends group perennial sale
- Patron Appreciate Event
- Summer Reading programs
- "The "Magic of Isaiah" show
- Additional summer events that are planned
- Regularly scheduled programming updates
- Continuing Ed and meetings

There was a motion by Kaupan (Stone 2nd) to table a discussion on the Volunteer Policy review, as well as the Collection Development Policy review, until our annual meeting in September.

Following discussion, Kapaun moved (Stone 2nd) to convene into Closed Session per WI Statute 19.85 1 (c) Considering employment, promotion, compensation, or performance evaluation data of any employees over which the governmental body has jurisdiction or exercised responsibility -Maternity Leave. After a roll call vote, motion was passed.

Kapaun moved, (Stone 2nd) to reconvene Open Session; passed. Motion by Kapaun (Lamia 2nd) to approve 12 weeks of maternity leave; passed.

Stone moved (Haugen 2nd) to adjourn the meeting; adjourned at 5:36 pm.

Respectfully submitted,  
Lyndia Hanson, Secretary