



## Board of Trustees Meeting

January 21st, 2025 - 4:30 p.m.

Woodruff Room

(virtual option via [TEAMS](#) for those unable to attend in person)

### Agenda

- I. Call to Order
- 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: January 21<sup>st</sup>, 2025
  - B. Minutes of the previous meeting: December 17<sup>th</sup>, 2024
  - C. Financial Reports:
    - a. 2025 Operating Statements thru December 31st, 2024
    - b. Expenditure Approval 12/12/24 thru 1/15/25
  - D. Activities Report
  - E. Library Trustee Essentials: Please see [The Library Board and Library Personnel](#).
- III. Guest Discussion:
  - A. JATV transition to reporting to the city manager's office – Kevin Lahner  
(*Discussion: on JATV transition to reporting to the city manager's office*)
- IV. Reports
  - A. Library Trustee continuing education presentation on parliamentary procedures:  
Presented by Katy Grogan & Julianne Budrow
  - B. Prairie Lakes Library System Report (Assistant Library Director reporting)
  - C. Friends of the Library Report (Board Representative reporting)
  - D. Activities Report: Oral Reports (Department Heads reporting)
  - E. Library Director Report
- V. Old Business
  - A. HPL Personnel Policy Manual addendum – Library Director  
(*Action: Proposed adoption of updates to the HPL Personnel Policy Manual addendum*)
- VI. New Business
  - A. Resource Library Agreement between Prairie Lakes Library System – Library Director  
(*Action: Sign Resource Library Agreement between Prairie Lakes Library System*)
  - B. Closed Session – Personnel Committee  
(*Discussion: Progress of the library director's 2024/2025 goals*)
- VII. Adjournment (Next Regular Meeting – February 18, 2025 (Adjournment))

The undersigned, as the designee of the presiding officer of the above governmental body, certify that on January 16, 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.