Hales Corners Library
Library Board of Trustees – Minutes
Thursday, September 24, 2026

Village of Hales Corners, WI
5635 S. New Berlin Rd

The meeting was called to order at 6:30 pm by Chair Fischer.

1.0 ROLL CALL – Present: J. Fischer (Chair), Trustees: P Harycki, D. Ryan, E. Leonard, I. Thomson, L. Pook, Assistant Library Director S. Harrison, Absent and Excused: Trustee N. Wilkes

2.0 CONSENT AGENDA

2.1 Motion (Harycki/Ryan) moves to approve minutes from 8/27/26 – passed unanimously

2.2 Motion (Harycki/Ryan) moves to approve Library Budget Report and Board Fund August 2026 – passed unanimously

2.3 Motion (Harycki/Ryan) moves to approve Library Payroll 8/1-8/14 & 8/15-8/28, 2026 – passed unanimously

2.4 Next Library Board meeting will be Thursday, October 22, 2026

3.0 COMMITTEE AND LIAISON REPORTS

4.0 DIRECTOR'S REPORT

5.0 AGENDA ITEMS

5.1 Room Use Availability Beyond Library Close

Assistant Director S. Harrison explained that a group has expressed interest in using the library's Hunt Room beyond library closure. At this time, the library does not have a written Room Use policy, just basic guidelines. Trustees had questions about the group and their request. There were questions and concerns about liability and insurance coverage if an injury occurs or if the building is left unsecured upon the group's exit. There was some additional apprehension at the precedent set without a written policy. The board would like answers to some of their questions and a new policy created before further discussion. No motion taken.

5.2 Memorial Tree Request and Recommendation to Village Board

Assistant Director Harrison provided background on the request. Sidne Weis was instrumental in establishing a library in Hales Corners and the family requested to plant a tree on library property in her memory. Trustees had questions about where on the property the tree was to be planted which is a detail that has yet to be determined. The family does not have strong feelings over placement nor type of tree, although they had suggestions. Assistant Director Harrison will continue his communication with the family and include DPW project director Steven Houte in the planning. Motion (Harycki/Leonard) moves to recommend to the village board the planting of a memorial tree on library property – passed unanimously

5.3 Library Board of Trustees Bylaw Review

Chair Fischer presented the Library Board Bylaws and asked all trustees to review and submit suggested edits. Trustee Leonard pointed out a couple bylaws that could be edited but a formal review of the any edit suggestions will be brought to the October meeting for discussion and voted on at the subsequent board meeting. No motion taken.

5.4 Library Budget Draft Approval

Assistant Director Harrison presented the budget that had been sent to the village for initial review. Trustees had questions about specific line items where significant

increases from previous years' budget was made. Assistant Director Harrison explained his reasons to justify increases and other adjustments made. There was further discussion about the Consulting line items which was included in the library's budget but is to be covered by the village's contingency fund. There was one line item (Auto Allowance) which did not have any allocated funds. It was an oversight and had since been corrected. Overall, the budget proposed ended up being less than a 1% increase compared to the 2026 approved budget. Motion (Pook/Leonard) moves to approve the budget as presented with an adjustment to the Auto Allowance budget line – passed unanimously

6.0 ADJOURNMENT Motion (Harycki/Thomson) moves to adjourn – passed unanimously

Seth Harrison/ (e-signature)
Seth Harrison, Assistant Library Director

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