

## COMMITTEE MEETING NOTES

Tuesday, June 5, 2018

PERSONNEL & BUDGET – Those in attendance: Judy Bouffleur, Sara Sullivan, Gary Padesky, Loretta Kilmer, Kelly Krieg-Sigman

- The list of bills was reviewed. Kelly highlighted the invoice from Netkinetix, explaining that this was specialized programming related to the library's IRS (incident reporting system). She also noted the last invoices related to National Library Week. Motion to recommend approval to the full Board was made by Gary and seconded by Judy. Motion carried.
- Kelly reported that the vacancies in Youth Services and Archives had been filled. The vacant clerk position will NOT be filled. No new vacancies were reported.
- A discussion was held regarding the requested special board meeting to more deeply explain and discuss the library's budget and compensation practices and approaches. The committee selected two dates to present to the full board for this meeting: either **MONDAY, JUNE 18, or WEDNESDAY, JUNE 20**. The board will be asked to select one of those dates for a meeting that is expected to last about an hour. Kelly will develop an agenda based on input provided at the board meeting.
- In light of the fact that the Wisconsin Library Association conference will be held in La Crosse this fall, a desire had been expressed to consider WLA memberships for board members. Kelly reported that a one-year membership would cost \$50 per board member. Gary noted that he may have a conflict with the League of Municipalities conference; Sara noted that she might not be in town. Motion to recommend approval to the full board that one-year WLA memberships be provided to any board member who is interested and can attend the conference, with funding to come from the Special Trustees' fund, was made by Gary and seconded by Judy. Motion carried.
- On a motion by Gary, and second by Judy, and a roll call vote, the committee went into closed session at 12:30 p.m. per ss19.85(1)(c), and re-convened back into open session at 1:00 p.m. Having reviewed Kelly's projections and recommendations, discussing concerns that the Mayor may have regarding salary changes, and pending the results of the meeting with the Mayor proposed by Gary, a motion to recommend approval to the full Board of Kelly's salary and position recommendations was made by Judy and seconded by Sara. Motion carried with Gary abstaining.
- Kelly reported that during her review last month, the motion granting her a step increase and an increase in the director's hospitality fund, did NOT also include continuation of her car, cell phone and tablet allowance. The committee indicated support for this and asked that it be addressed at the board meeting.

LIBRARY OPERATIONS COMMITTEE - Those in attendance: Suzanne Anglehart, Katie Bittner (via phone), Araysa Simpson, Kathy Ivey, Kelly Krieg-Sigman.

- Discussion was held on the current meeting room policy, with a number of revisions made, as follows:
  - (page 1) Rephrase to *“due to demand, reservations are accepted NO MORE THAN six months in advance”*
  - (page 1) Revise all hours of operation to reflect restored hours at branches
  - (page 2) Asterisk the bullet point regarding not allowing purely social functions as follows: *“\*because of its proximity to the neighborhood park and the ongoing interest in evolving more towards a community center service model, the meeting room at the South Community Library is exempt from this exclusion.”*
  - (page 4) Revise all hours to reflect restored hours at branches
  - (page 5) First bullet point; add the phrase “city-recognized neighborhood associations” so entire statement reads as follows: *“meetings and events which are sponsored by the Library in support of its mission and goals, or are sponsored by departments, CITY-RECOGNIZED NEIGHBORHOOD ASSOCIATIONS, or agencies of the State of Wisconsin and the City and County of La Crosse are exempt from rental fees.”*

Motion to recommend approval of the revised meeting room policy was made by Katie and seconded by Suzanne. Motion carried.

- Discussion was held regarding the pop-up library van, and various committee members’ vision of what services, materials and programs would be included. The following scope of services was established:
  - Limited materials for checkout onsite. The selections will be tailored to each location, but will include high-demand books and DVDs.
  - New card registrations
  - Promotion of other library services, programs and materials
  - Materials renewals
  - Return of library materials
  - An “ASK-THE-LIBRARIAN” feature
  - An onsite program or activity, such as a storytime or craft
  - Various give-aways, including children’s paperback books

Motion to recommend this scope of services was made by Katie and seconded by Kathy. Motion carried. ***(Editorial note: due to time constraints, the committee did not discuss measures of success for this effort. I will include that on next month’s committee meeting.)***