

COMMITTEE MEETING NOTES

Tuesday, October 3, 2017

PERSONNEL & BUDGET – Those in attendance: Jodi Ehrenberger, Gary Padesky, Sara Sullivan, Board President Bev Ruston, Loretta Kilmer, Lou Kalis, Elaine Phillips, Cynthia Arauz

- In light of the mass shooting in Las Vegas, Gary asked if library security personnel were armed. Lou explained the policy and provided background on the service.
- The list of bills was presented. Loretta noted \$2,500 to Library Market for logo redesign. A motion to recommend approval to the full Board was made by Sara and seconded by Gary. Motion carried.
- Loretta and Lou reported that Cynthia and Dawn had filled the vacancies in their respective departments, and that no new vacancies had occurred. Jodi requested that a spreadsheet be available detailing personnel vacancies and hires. Loretta will create a document for Board review.
- The 2018 budget and Mayor's request was discussed. Gary confirmed the Mayor's approval to fund the entire replacement cost of the fire panel, and that in return the library would reduce non-salary expenses by \$40,000.
- Bev would like the Board to recognize the high level of professional development service among staff. She requested names and positions of staff serving on state and national boards.
- Cynthia provided insight on restoring hours at the branches. She explained the staffing impact, and was asked to provide the Board with three scenarios for branch hours. Additional positions would need to be added. It was suggested that clerks be rotated as the second person at the branches. The question was raised as to why staff are rotated. Cynthia shared the problems that arise when trying to cover staff who are sick or on vacation. It was felt that the public should be invited to attend to provide feedback on possible hours.
- The drive-up book drop/Collection Management department move was discussed. Bev noted that Special Trustee funds could not be used to pay for the book drop alone, but could be used to help with funding if the book drop was included in the redesign of Collection Management. The group was given a tour of the areas at the end of the meeting. Jodi asked that an overview of Hoopla and Kanopy be provided for new Board members.
- Lou explained the concept of Priority Project "The P.I.T.S." and described suggestions from the Strategic Plan. Space and location options were discussed.
- A motion was made to recommend approval to the full Board by Sara and seconded by Gary to move forward with the trial with Park & Rec. Motion carried.

LIBRARY OPERATIONS COMMITTEE - Those in attendance: Bev Ruston, Katie Bittner, Judy Bouffleur, Araysa Simpson, Suzanne Anglehart, Cynthia Arauz, Rochelle Hartman, Alan Mask, Elaine Phillips

- The 2018 budget and Mayor's request was discussed. Noted was the Mayor's approval to fund the entire replacement cost of the fire panel, and that in return the library would reduce non-salary expenses by \$40,000.
- A motion was made by Katie and seconded by Araysa to recommend approval to the full Board to revise the current meeting room policy as follows: *The meeting room spaces at La Crosse Public Library will be available free of charge to any non-profit organization, PROVIDED that said organization provide formal documentation of their non-profit status, such as a 501(c) (3) document.* Motion carried.
- The drive-up book drop/Collection Management department move was discussed. Bev noted that Special Trustee funds could not be used to pay for the book drop alone, but could help with funding if the book drop was included in the redesign of Collection Management.
- Alan and Rochelle explained the concept of Priority Project "The P.I.T.S." and described suggestions from the Strategic Plan. Space and location options were discussed.
- A motion was made to recommend approval to the full Board by Sue and seconded by Araysa to move forward with the trial with Park & Rec. Motion carried.
- Bev would like the Board to recognize the high level of professional development service among staff. She requested names and positions of staff serving on state and national boards. Rochelle will provide the information for the next board meeting.
- Alan provided an overview by Dawn Wacek of Pop-Up library services. There are many areas in La Crosse that have barriers to library service. This service would address some of these issues. Partnerships with community sponsors were suggested.
- Cynthia provided insight on restoring hours at the branches. She explained the staffing impact, and was asked to provide the Board with three scenarios for branch hours. It was suggested that clerks be rotated as the second person at the branches. The question was raised as to why staff are rotated. Cynthia shared the problems that arise when trying to cover staff who are sick or on vacation. Additional positions would need to be added, but on a temporary basis. It was felt that the public should be invited to attend to provide feedback on possible hours.