

**LA CROSSE PUBLIC LIBRARY BOARD OF TRUSTEES
AUDITORIUM
800 MAIN STREET
LA CROSSE WISCONSIN
August 11, 2016
5:00 p.m.**

MINUTES

PRESENT: Dan Gelatt, Katie Bittner, James Cherf, Jodi Ehrenberger, Bev Ruston, Araysa Simpson

EXCUSED: Judy Bouffleur, Randy Nelson

STAFF: Kelly Krieg-Sigman, Anita Doering, Jen Feske, Joe Hammes, Dana Johnson, Lou Kalis, Loretta Kilmer, Alan Mask, Russ McClintock, Elaine Phillips, Dawn Wacek

GUESTS: Kristin Anderson, Tara Johnson, Mayor Kabat, Councilman Gary Padesky, Michael Sigman

1. **CALL TO ORDER**

The Chair, Mr. Gelatt, called the meeting to order at 5:03 p.m.

2. **APPROVAL OF MINUTES**

Motion to approve the minutes of July 14, 2016, as presented.

(James Cherf / Jodi Ehrenberger) Carried

3. **PUBLIC COMMENT**

The Mayor provided an updated resolution for his proposed merger of City and County library services.

4. APPROVAL OF BILLS & FINANCIAL REPORTS

Ms. Krieg-Sigman noted the 2nd quarter report for Special Trustees Fund.

Motion to approve the bills and financial reports for July 2016, as presented.

(Jodi Ehrenberger / Araysa Simpson) Carried

5. REPORTS

5.1 Director's Report

5.11 Update on Vacancies; Introduction of New Communications Person

All vacancies have been filled. Ms. Krieg-Sigman introduced Dana Johnson, new Youth Services' librarian; and Joe Hammes, Communications and Public Relations Coordinator.

5.12 Security Service Update

Ms. Krieg-Sigman introduced Travis Tessman, who is now the permanent, full-time security guard.

5.13 Meetings with Mayor and Fire Chief

Ms. Krieg-Sigman and Mr. Gelatt provided a summary of their meetings with the Mayor and Fire Chief.

5.14 Proposal for Branch Improvements

Ms. Krieg-Sigman gave a summary of proposed branch improvements.

5.15 Manager Presentation – Dawn Wacek, Youth Services Manager

Dawn Wacek provided an overview of the Youth Services department.

5.16 Recent Issue at Manitowoc Public Library

Ms. Krieg-Sigman explained the situation, and described how registration data is recorded and used for funding.

5.2 Committee Reports

5.21 Personnel & Budget

5.211 Part-Time Vacancy in Circulation; Authorization Not to Fill

Motion from Committee to:

- ***NOT fill the 24 hour/week Circulation position that will be vacated on 8/25***
- ***Fill the vacant hours with approved additional hours for part-time staff and approved overtime for full-time staff and the addition of more of the Director's time on weekends until 12/31/2016***
- ***Eliminate this position from the proposed 2017 budget with the understanding that if no additional funding is forthcoming, there will be further reductions of service hours effective 1/1/2017***
- ***Formally acknowledge that the use of overtime and the Director's time to cover desk shifts is not a long-term solution***

(Jodi Ehrenberger / James Cherf) Carried

5.22 Library Operations

5.221 Approval of Service Animal Policy

Motion from the Committee to approve the Service Animal policy as presented.

***(Bev Ruston / Katie Bittner)
Carried, Cherf abstained***

5.222 Approval of Lucky Day Collection Policies

Motion from the Committee to approve the Lucky Day Collection policies as presented.

(Bev Ruston / Araysa Simpson) Carried

6. OLD BUSINESS

6.1 Strategic Planning – Update and Plan for Public Discussion

Ms. Krieg-Sigman provided an update on the Strategic Plan. She will email a revised final draft to the Board by end-of-day Friday.

6.2 2017 Budget and Scheduling of Special Board Meeting

A special Board meeting has been scheduled for next Thursday August 18th at 5:00 p.m.

7. TOPICS FOR FUTURE MEETINGS

7.1 2017 System Resource Library Contract – Personnel and Budget Agenda for September

7.2 Replacement Card Policy and Fee – Proposed Revision – Library Operations Agenda for September

7.3 Status of Early Literacy Position – Personnel and Budget Agenda for September

8. ADJOURNMENT

Time: 6:15 p.m.

No formal motion to adjourn was made.

Respectfully submitted,

Elaine Phillips, Recording Secretary

Jodi Ehrenberger, Secretary