

**LA CROSSE PUBLIC LIBRARY BOARD OF TRUSTEES
TRUSTEES' ROOM**

**800 MAIN STREET
LA CROSSE WISCONSIN**

May 11, 2017

5:00 p.m.

MINUTES

PRESENT: Dan Gelatt, Judy Bouffleur, Bev Ruston, Sara Sullivan
Katie Bittner (by phone),

EXCUSED: Jodi Ehrenberger, Randy Nelson, Araysa Simpson

STAFF: Kelly Krieg-Sigman, Cynthia Arauz, Patricia Boge, Mary Dunn, Rochelle Hartman, Loretta Kilmer, Alan Mask, Elaine Phillips

GUESTS: Kristin Anderson, Barbara Manthei, Chris McArdle Rojo, Councilperson Gary Padesky, Shannon Schultz (DPI)

1. CALL TO ORDER

The Chair, Mr. Gelatt, called the meeting to order at 5:00 p.m.

2. APPROVAL OF MINUTES

Motion to approve the minutes of April 13, 2017.

(Bev Ruston / Judy Bouffleur) Carried

3. PUBLIC COMMENT / MISSION MOMENT

None.

3.1 Representative from DPI Division for Libraries & Technologies

Shannon Schultz provided an overview and answered questions from the Board.

4. APPROVAL OF BILLS & FINANCIAL REPORTS

Ms. Krieg-Sigman noted how the “Read Away Your Fines” program has affected service charge and lost materials revenue. She also pointed out the increase in professional development line items due to use of the P-Card. She stressed that receipts submitted must be itemized.

Motion to approve the bills and financial reports for April 2017, as presented.

(Judy Bouffleur / Bev Ruston) Carried

5. REPORTS

5.1 Director's Report

5.11 Update on Vacancies

There are no current vacancies.

5.12 Administration Dept. Presentation, Pt. 4 – Programming & Reader's Advisory

Patricia Boge provided an overview of Senior Programming. Mary Dunn discussed Reader's Advisory, and the new “Music & Memory” program.

5.13 Petty Cash Request

Motion to approve the replenishment of petty cash in the amount of \$300 from Special Trustees' Fund.

(Sara Sullivan / Bev Ruston) Carried

5.14 Council Breakfast

Ms. Krieg-Sigman provided an update on the upcoming Council breakfast, and noted that Friends of the Library have approved \$500 for the breakfast.

5.2 Committee Reports

5.21 Personnel & Budget

No meeting was held.

5.22 Library Operations

5.221 Approval of Policies

Library Cards

Motion to approve the Library Card policy as presented, subject to a possible change in fees.

(Judy Bouffleur / Bev Ruston) Carried

6. OLD BUSINESS

6.1 Request for Special Trustees' Funds for Self Check Furniture

Motion to approve up to \$2,500 from Special Trustees' Fund for Self Check-Out furniture.

(Bev Ruston / Sara Sullivan) Carried

6.2 Library Director Performance Goals

To be discussed at the June Board meeting.

Bev Ruston departed at 6:03 p.m.

7. TOPICS FOR FUTURE MEETINGS

None.

8. ADJOURNMENT

Time: 6:09 p.m.

Motion to adjourn.

(Judy Bouffleur / Sara Sullivan) Carried

Respectfully submitted,

Elaine Phillips, Recording Secretary

Jodi Ehrenberger, Secretary