



City of La Crosse, Wisconsin

La Crosse Public Library
800 Main Street
La Crosse WI 54601

Meeting Minutes

Library Board

Tuesday, May 11, 2021

5:00 PM

La Crosse Main Library - Video Conference

1. Call to Order

PRESENT:

Sue Anglehart, Katie Bittner, Jodi Ehrenberger, Aaron Engel, Kathy Ivey, Araysa Simpson, Keonte Turner

ABSENT:

Shelley Hay

The Chair, Ms. Anglehart, called the meeting to order at 5:05 p.m.

2. Approval of Minutes from Regular Board Meeting

Motion to approve the minutes of April 13, 2021.
(Jodi Ehrenberger / Keonte Turner) Carried

3. Approval of Committee of the Whole Minutes

Motion to approve the Committee of the Whole minutes of May 3, 2021.
(Jodi Ehrenberger / Kathy Ivey) Carried

4. Approval of Bills & Financial Reports

Motion to approve the bills and financial reports for April 2021.
(Katie Bittner / Aaron Engel) Carried

5. Reports

5.1 Director's Report

5.11 Vacancy Report

There were no new vacancies to report. After completing the selection process for Business Services Manager, the position was offered to Ian Howden. Ian has an MBA specializing in Business Management. He will be starting on May 26th, so there will be time for him to train with Loretta Kilmer before her retirement on June 4th.

5.12 Service Updates

This week the library moved another step closer to a more normal environment. Both entrances are now open at the Main location. In addition, more seating has been placed in the library, newspapers are now available, more volunteers are in the building, donations are once again being accepted, return materials are no longer being quarantined, and service desk drop boxes are now open inside the building. Masking and distancing are still required, large in-person programs and larger meeting spaces are still unavailable at this time. Plans are also being made for outside summer library events.

Mayor Reynolds visited Main library for a tour last week. Library staff appreciated that he took the time to visit and learn more about how the library serves the community.

5.13 Facility Updates

The Main Hall project is still waiting on doors to arrive, however the completion of both doors, removal of flooring, and new carpeting may still be possible by July so library events can be held in that space.

5.14 Capital Improvement Budget Process Update

In concert with city's finance department, Mayor Reynolds implemented a revised process for capital improvement requests. A committee of three department heads was asked to participate in scoring all existing requests (a five-year span) based on criteria provided in nine different categories. Ms. Grant was asked to assist in this effort along with Airport and MTU Directors. She has spent the majority of her time and effort this week on this project due to the tight timeline.

5.15 American Rescue Plan Act Funding Possibilities

There should be a few opportunities to request pieces of this funding. Ms. Grant will receive more information at tomorrow's Department Head meeting. She is also participating in discussions specific to monies for libraries through a collaborative with other medium sized public libraries in the state. This collaborative is working on requesting funding to establish libraries as part of community recovery with things that are already being done, such as helping job seekers, aiding small businesses, providing technology access, etc. There is also an initiative through this group to work on a statewide library campaign to help spread the message about the value and services of libraries.

5.2 Committee of the Whole Report

5.21 *Approval of Library Open Hours for July 6 – December 31, 2021*

*Main: 10-6 Mondays, Tuesdays, Thursdays, Fridays and Saturdays; 10-8 Wednesdays
North Community Library: 10-2 Tuesdays, 2-6 Wednesdays, 2-6 Thursdays
South Community Library: 10-2 Mondays, 2-6 Tuesdays, 10-2 Wednesdays*

Motion to approve open hours as presented.

Amendment to include the Library Director's authority to adjust public access hours as needed in response to changing safety needs and staffing levels during the COVID-19 pandemic. The Library Director would do this in consultation with the Library Board Chair.

(Sue Anglehart / Araysa Simpson) Carried

5.22 *Scheduling of Monthly Committee of the Whole Meetings*

Committee of the Whole meetings will now be held on Tuesday the week prior to regular board meetings.

6. Old Business

6.1 *Consideration of Resuming In-Person Board and Committee Meetings*

Meeting in person was discussed, as were other organizations' practices. A possible hybrid structure was mentioned and may be a possibility. The board will plan to meet in Main Hall for the July board meeting if conditions are favorable. If not, a back-up virtual meeting will also be planned.

7. Public Comment / Other

The Board thanked Loretta Kilmer for her service and wished her well in retirement.

8. Topics for Future Meetings

None.

CLOSED SESSION

Motion to convene in closed session under the exemption set out in Wisconsin Statutes 19.85(1)c which reads as follows: Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and will reconvene again in open session.

(Sue Anglehart / Aaron Engel) Carried

Time: 5:50 p.m.

Roll Call Vote:

- Sue Anglehart Aye
- Katie Bittner Aye
- Jodi Ehrenberger Aye
- Aaron Engel Aye
- Kathy Ivey Aye
- Araysa Simpson Aye
- Keonte Turner Aye

Motion to reconvene into open session.

Time: 6:46 p.m.

Roll Call Vote:

- Sue Anglehart Aye
- Katie Bittner Aye
- Jodi Ehrenberger Aye
- Aaron Engel Aye
- Kathy Ivey Aye
- Araysa Simpson Aye
- Keonte Turner Aye

Motion to reclassify the Youth Services Manager position to Deputy Library Director at Grade 21, Step 5, effective June 11, 2021, with funding to come from savings due to replacing the Business Manager at beginning step of position grade.

(Jodi Ehrenberger / Kathy Ivey) Carried

Motion to reclassify a Library Assistant position to Assistant Circulation Manager/Scheduler at Grade 14, Step 1, effective June 11, 2021, with funding to come from savings due to replacing the Business Manager at beginning step of position grade.

(Jodi Ehrenberger / Keonte Turner) Carried

9. Adjournment

Time: 6:51 p.m.

Motion to adjourn.

(Jodi Ehrenberger / Katie Bittner) Carried