



Meeting Minutes

Library Board

Tuesday, September 14, 2021

5:00 PM

La Crosse Main Library
Auditorium (Lower Level)

1. Call to Order

PRESENT:

Sue Anglehart, Kathy Ivey, Katie Bittner, Jodi Ehrenberger, Aaron Engel, Shelley Hay, Mac Kiel, Bryan Morris, Araysa Simpson

The Chair, Ms. Anglehart, called the meeting to order at 5:03 p.m.

2. Introduction of New Library Board Member

Ms. Grant welcomed Bryan Morris, who introduced himself to the Board.

3. Approval of Minutes from Regular Board Meeting

Motion to approve the minutes of August 10, 2021.

(Kathy Ivey / Araysa Simpson) Carried

4. Approval of Committee of the Whole Minutes

No meeting.

5. Approval of Bills & Financial Reports

Ian Howden clarified line item totals in the Automation budget, noting that the end totals remain correct as they come out of the same budgeted amount listed as computer software.

Motion to approve the bills and financial reports for August 2021.

(Aaron Engel / Kathy Ivey) Carried

6. Department Presentation

Anita provided an overview of the Archives department, including its history and mission. She shared examples of how Archives provides access to history and research, and how the department supports both public and private community organizations.

7. Reports

7.1 Director's Report

7.11 Vacancy Report

There are no current vacancies. New hires include Senior IT Specialist Chris Trapnell, and Library Clerks Megan Kirchman and Lauren Sumlar.

7.12 Service Updates

Ms. Grant has been in consultation with the La Crosse County Health Department on guidelines for balancing service and safety. Outdoor programming is recommended if possible. If inside, six feet distancing and 25% occupancy is suggested. Scheduling of meeting rooms is on hold, but will be assessed monthly.

7.13 Monthly Programming Highlights

Youth programming is virtual for children in ages not vaccine eligible. Friends of the Library had a successful August book sale, collecting \$4,585 to help support library programs. The pop-up van will be at Pride in the Park on Saturday. Waking Up White will kick-off at the Weber Center Sunday. Monday Mornings @ Main launched their in-person programming on September 14 with limited occupancy in Main Hall. Craft programs began in person at South Community Library with limited occupancy. The library provided ten boxes of books for Afghan refugees at Fort McCoy. These discarded books and donated materials will start a small library, this may also be a location for future outreach.

7.14 Upcoming Information Technology Projects

Some systems are coming to the end of their lifecycle and are larger purchases. The security/door fob system is 20 years old and replacement parts are unavailable. Danny Whitmore has been getting quotes on the security camera server and is prioritizing the remainder of the automation budget to work towards replacing it by the end of the year. Possible gift funding may be used to supplement these projects if necessary.

7.15 Fundraiser Planning

Instead of having one signature event, several smaller events will be planned throughout the year. This will provide more opportunities to give, attract different supporters, and will offer more options for staff participation. Events include a show case of programs (i.e. Dark La Crosse), a Murder Mystery event, Bingo with a basket raffle, fundraisers with community businesses like Moka and Dairy Queen, and an online wish list for toys and supplies.

7.16 Approved 2021 Capital Projects

Projects approved and still planned for 2021 include new flooring and shelving on the first floor at Main, and a new roof at South Community Library. It is likely that these projects may be delayed until 2022 pending supply and labor availability.

7.17 2022 Operating Budget Process Update

Ms. Grant and Ian Howden met with the Mayor and Finance staff to go over the Library's requested budget. The first of several Board of Estimates sessions was held on September 7 to discuss the initial budget draft. Ms. Grant reminded the Board that department requests were to remain flat. Due to an expected increase in utilities, portions of non-personnel lines were re-allocated, but overall numbers stayed the same as 2021. In addition to the 2.5 FTE gained mid-year 2021, the library requested 3 more FTE for 2022. These positions would be eligible for American Rescue Plan Act (ARPA) funding should the council choose to approve spending for this purpose.

7.18 *American Rescue Plan Act*

The City Council planning session was on September 7. Karl Green led activities to determine major priorities. Allocations have not yet been determined. There is a link on the City's website to provide feedback to the council.

7.2 *Committee of the Whole Report*

No meeting.

8. Old Business

None.

9. Public Comment / Other

None.

10. Topics for Future Meetings

10.1 *Date for Board Retreat in February 2022*

February 26, 2022 was determined to be the best date for the Board retreat.

10.2 *Library Hours for 2022*

Ms. Grant and managers are currently discussing scheduling recommendations, which will be presented at the November COW meeting.

10.3 *Mobile Library Possibilities*

MTU is receiving funding to replace several vehicles in their fleet. The library will be receiving a vehicle in good condition to be retrofitted as a future mobile library. The vehicle is in the process of being decommissioned by the Department of Transportation. Much more discussion, input, and planning will be needed prior to conversion and eventual library use.

11. Adjournment

Time: 6:18 p.m.

Motion to adjourn.

(Araysa Simpson / Aaron Engel) Carried