

LA CROSSE PUBLIC LIBRARY BOARD OF TRUSTEES
TRUSTEES' ROOM
800 MAIN STREET
LA CROSSE WISCONSIN
January 14, 2020
5:00 p.m.

MINUTES

PRESENT: Sue Anglehart, Jeff Bagniefski, Cat Ellingson, Shelley Hay, Kathy Ivey, Gary Padesky, Jodi Ehrenberger (arrived 5:15 p.m.)

EXCUSED: Katie Bittner, Araysa Simpson

STAFF: Shanneon Grant, Cynthia Arauz, Anita Doering, Lou Kalis, Loretta Kilmer, Alan Mask, Elaine Petersen, Dawn Wacek

1. CALL TO ORDER

The Chair, Ms. Anglehart, called the meeting to order at 5:04 p.m.

2. APPROVAL OF MINUTES – December 10, 2019

Motion to approve the minutes of December 10, 2019.

(Cat Ellingson / Kathy Ivey) Carried

3. APPROVAL OF BILLS & FINANCIAL REPORTS – December 2019

Ms. Grant noted changes in terminology: "In House Checking" replaced "Special Funds" on the Summary Report, and the term "Restricted" was added to the "Gift Fund" report header as funds on this page are earmarked for specific items. These changes should help with clarity and consistency.

Motion to approve the bills and financial reports for December 2019.

(Gary Padesky / Kathy Ivey) Carried

4. REPORTS

4.1 Director's Report

4.11 Vacancy Reports

Lou Kalis is currently interviewing eight candidates for the Senior Data Systems Specialist position. After 45 years, Mary Dunn will be retiring in February. The Programming Librarian position has been posted internally with seven staff applying. Dawn Wacek noted an open full-time Librarian position in YS as well.

4.12 2020 Capital Projects / Process Update

The City's process for Capital Budget requests has changed. Ms. Grant is working with Finance to access the City's Intranet to ensure current requests are submitted by the February 15 deadline. She and Ms. Anglehart will meet with the Mayor on January 21, she will include this topic in their conversation, and will provide an update at the February COW meeting.

4.13 Annual Code of Ethics Review & Signatures

The Code of Ethics was reviewed and signed.

4.14 Cooling Tower Update

In Russ McClintock's absence, Ms. Grant shared that electricians are in the building working on the project, and the November deadline has been moved to spring.

4.15 Census 2020

2020 is a census year, and for the first time it will be completed online. An accurate count is vital to funding and representation, and libraries play an important role in this effort. Ms. Grant has received many questions about our participation and thought board members might as well. We are providing space weekly at all locations for census taker recruitment, staff will attend monthly Current Count meetings, and we are partnering with La Crosse County Libraries to share information, provide online help, as well as reach hard to count populations.

4.2 Committee of the Whole Report

4.21 Approval of Information Technology Resource Policy

The numbering issue was updated, as well as the wording in item 10.1. A discussion followed about frequency of password changes.

Motion to approve the amended Information Technology Resource Policy.

(Jodi Ehrenberger / Cat Ellingson) Carried

4.22 Review 2020 Library Board Calendar of Work

An updated version was provided for year 2020. The Director's review date may change in 2021 to align with City's performance review schedule and salary increases.

5. OLD BUSINESS

5.1 Board Binder Management Discussion

Ms. Grant proposed retaining a full year of minutes, with the oldest month being removed when the current month is added. Binders will also be updated with monthly tabs for consistency and clarity.

6. PUBLIC COMMENT / OTHER

Jodi Ehrenberger noted an NPR article regarding the New York Public Library's most checked out books of all time, with "The Snowy Day" being number one.

Ms. Anglehart congratulated Gary Padesky and Dawn Wacek for running for County Board.

Dawn Wacek was interviewed for *Ted Radio Hour* yesterday, the program will air in April.

Kathy Ivey thanked Loretta Kilmer for providing further background and detail on financials at the COW meeting. The Board would like her to return and discuss additional topics. She will speak about the Special Trustees' Fund at the next COW meeting.

7. TOPICS FOR FUTURE MEETINGS

None.

8. ADJOURNMENT

Time: 5:30 p.m.

Motion to adjourn.

(Jodi Ehrenberger / Gary Padesky) Carried

Respectfully submitted,

Elaine Petersen, Recording Secretary

Araysa Simpson, Secretary