



Meeting Minutes

Library Board

Tuesday, July 12, 2022

5:00 PM

La Crosse Main Library
Auditorium (Lower Level)

Agenda

1. Call to Order

PRESENT:

Sue Anglehart, Kathy Ivey, Aaron Engel, Mac Kiel, Ross Seymour, Jess Thill, Katie Bittner (arrived 5:10), Araysa Simpson (arrived 5:18)

ABSENT:

Bryan Morris

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

2. Election of Officers

**Motion to nominate Sue Anglehart for President.
(Aaron Engel / Kathy Ivey) Carried**

**Motion to nominate Kathy Ivey for Vice-President.
(Aaron Engel / Ross Seymour) Carried**

**Motion to refer Secretary nomination vote to August.
(Kathy Ivey / Aaron Engel) Carried**

3. Approval of Minutes from Regular Board Meeting

**Motion to approve the minutes of June 14, 2022.
(Kathy Ivey / Aaron Engel) Carried**

4. Approval of Committee of the Whole Meeting Minutes

No July meeting.

5. Approval of Bills & Financial Reports

Overall the library is 1.7% under spent from last year at this time. Ms. Grant noted being 1/3 spent in materials. Upcoming subscriptions will use up a large percentage of the remaining materials budget.

**Motion to approve the bills and financial reports for June 2022.
(Aaron Engel / Kathy Ivey) Carried**

6. Introduction of Community Resource Specialist

Kate McNamer was unavailable. Introductions will be on next month's agenda.

7. Department Presentation - Circulation

Cynthia Arauz provided an overview of the Circulation department and their many varied tasks including moving materials, scheduling desk coverage and training new hires.

8. Reports

8.1 Director's Report

8.11 Vacancy Report / New Hire Updates

Abby Van Arx, Youth Services Librarian, has accepted a position as a school media specialist. Her last day will be August 1st. Interviews to fill that vacancy, as well as two cataloging positions, are underway.

The library welcomes one full-time and two part-time Patron Relations staff: William Ives, Marcellese Powell, and Kevin Callahan. Also starting is part-time Library Assistant in Circulation, Kali Browkaw.

8.12 Facilities Updates

Ms. Grant and Facilities Manager Russ McClintock met with a team of architects from ISG on June 28th. ISG will put together a proposal for the process which will involve community input as well as a schematic plan.

Positive feedback has been received on the expanded service hours implemented on July 5th.

Instructional Librarian Emily Mootz is working with Johnson Controls on solar kiosk improvements.

8.13 Programming Update

Youth Services provides an average of ten programs a week for kids and teens, including weekly Storytime in the Park. More than 90 people attended Drive-in Bingo on June 17th.

The library received a \$10,000 grant from AARP for a tool lending library, and tools are beginning to be purchased. Sewing classes have begun in the Creation Space. Instruction and programming are now being offered at the Recovery Center.

Lawyers in the Library – Legal Action of Wisconsin is offering free hour-long consultations with an attorney from 10-2pm on the 3rd Thursday of the month through 2022.

8.14 2023 Operating Budget Process Update

The Budget Parameter Committee met June 28th and provided guidelines to City leadership. Finance provided instructions that each department's request be maintained at the same level as 2022, with the exception of salary and benefits. Amounts may be reallocated among line items, but the total requested must remain the same. The library has submitted forms requesting restoration of one full-time and three part-time positions totaling 2.5 full-time equivalents (two part-time associate positions in Archives, one full-time YS librarian to help with mobile and outreach, and .5 custodial).

Proposed allocation changes will be reviewed, and a preliminary budget will be presented to the Board in August. Ms. Grant and Ian Howden will meet with the Mayor and City Finance on August 15th.

8.2 Committee of the Whole Report

No July meeting.

9. Public Comment / Other

Ms. Anglehart received a letter from Representative Jill Billings congratulating the library on receiving the \$10,000 AARP grant.

10. Topics for Future Meetings

10.1 2023 Operating Budget

10.2 Strategic Planning

11. Old Business

11.1 Library Director Evaluation

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.

(Araysa Simpson / Aaron Engel) Carried

Time: 5:49 p.m.

Roll Call Vote:

- *Sue Anglehart Aye*
- *Kathy Ivey Aye*
- *Katie Bittner Aye*
- *Aaron Engel Aye*
- *Mac Kiel Aye*
- *Ross Seymour Aye*
- *Araysa Simpson Aye*
- *Jessica Thill Aye*

Motion to reconvene into open session.

(Aaron Engel / Araysa Simpson) Carried

Time: 6:18 p.m.

Roll Call Vote:

- *Sue Anglehart Aye*
- *Kathy Ivey Aye*
- *Katie Bittner Aye*
- *Aaron Engel Aye*
- *Mac Kiel Aye*
- *Ross Seymour Aye*
- *Araysa Simpson Aye*
- *Jessica Thill Aye*

Motion to approve a salary step increase for the Library Director from Grade 23, step 5 to Grade 23, step 6.

(Katie Bittner / Aaron Engel) Carried

Motion to approve the replenishment of Director’s Hospitality Fund in the amount of \$4,000 to come from Special Trustees Fund.

(Kathy Ivey / Ross Seymour) Carried

12. Adjournment

Time: 6:20 p.m.

Motion to adjourn.

(Aaron Engel / Araysa Simpson) Carried