



## Meeting Minutes

### Library Board

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Tuesday, March 9, 2021

5:00 PM

La Crosse Main Library - Video Conference

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#### Agenda

##### 1. Call to Order

*PRESENT:*

*Sue Anglehart, Jodi Ehrenberger, Shelley Hay, Kathy Ivey, Gary Padesky*

*ABSENT:*

*Katie Bittner, Cat Ellingson, Araysa Simpson, Keonte Turner*

The Chair, Ms. Anglehart, called the meeting to order at 5:08 p.m.

##### 2. Approval of Minutes from Regular Board Meeting

Motion to approve the minutes of February 9, 2021.

(Gary Padesky / Kathy Ivey) Carried

##### 3. Approval of Committee of the Whole Minutes

*No meeting.*

##### 4. Approval of Bills & Financial Reports

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

(Kathy Ivey / Gary Padesky) Carried

## 5. Reports

### 5.1 Director's Report

#### 5.11 Vacancy Report

*Interviews are taking place this week for the part-time Library Assistant / Patron Relations position.*

#### 5.12 Service Updates – Approval of Open Hours for 2nd Quarter 2021

*Twelve more service hours per week were added this year, returning service on Wednesdays and expanding Saturday hours. Board approved open hours for first quarter of 2021 are Monday - Saturday 10:00 am - 6:00 pm, to be revisited the end of March.*

*Grab & Go browsing services were launched 3 weeks ago. Positive feedback has been received from users who have been missing the browsing component, although requests are still being received for the book bundle service. Many people are still opting to place holds online and stop in to pick-up as well. Numbers have been safely within occupancy guidelines, as both staff and patrons are reacclimating with spaces and services.*

*The average count for those 3 weeks is 1,996 about 2000 per week, usually between 300 - 350 per day. This is about 1/3 of pre-pandemic counts, however the library is open less hours and is without in-person programming which draws in larger numbers of people.*

*As there was so much inconsistency in hours through 2020, it was determined that 10:00 am - 6:00 pm Monday - Saturday would be least confusing for patrons, and the best way to schedule full-time staff. Since there is only 3 weeks of people counting data since modified browsing began, Ms. Grant suggested that the current schedule be maintained through the 2nd quarter and be reevaluated in 3 months.*

*Motion to approve the continuation of current service hours.*

*(Gary Padesky / Jodi Ehrenberger)*

*Friendly amendment: Motion to approve the continuation of current service hours through June 30, 2021.*

*(Jodi Ehrenberger / Gary Padesky) Carried*

*Ms. Grant reminded the Board that 1.25 FTE was approved in the 2020 budget to help staff return to pre-pandemic service levels.*

#### 5.13 Facility Updates

*Main Hall project: Automatic doors have been ordered for Main Hall, anticipated arrival is 5 - 6 weeks. Once installed, they will need to be certified. The flooring can then be removed, the surface prepared and carpet installed. Estimated completion in June.*

*Sustainability Project: Ms. Grant and Facilities Manager, Russ McClintock, met last week with the project manager from Johnson Controls and Lewis Kuhlman, City Environmental Planner, to review phase 1 and 2 of the City's Sustainability Project, as*

*well as look at suggested upgrades for phase 3. These projects are funded outside of the Capital Budget. If the North boiler can be replaced through this program, that may change some Capital requests which would allow for other needed projects.*

*5.14 2022-2026 Capital Improvement Budget Process Update*

*Adjustments were made after discussion at the February COW meeting. The next step in the process is a meeting with Mayor Kabat and staff from City's Finance Department on March 24th to go over the planned requests. Russ and Ms. Grant will be attending to represent the library.*

*5.2 Committee of the Whole Report*

*No meeting.*

## **6. Old Business**

*None.*

## **7. Public Comment / Other**

*None.*

## **8. Topics for Future Meetings**

*Cost-savings data from roof project  
Potential fundraising  
Patron behavior expectations guidelines – update and approval  
WRLS services exploration*

## **9. Adjournment**

*Time: 5:35 p.m.*

**Motion to adjourn.**

**(Jodi Ehrenberger / Gary Padesky) Carried**