



Meeting Minutes

Library Board

Tuesday, March 8, 2022

5:00 PM

La Crosse Main Library
Auditorium (Lower Level)

Agenda

1. Call to Order

PRESENT:

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

ABSENT:

Mac Kiel

The Chair, Ms. Anglehart, called the meeting to order at 5:10 p.m.

2. Approval of Minutes from Regular Board Meeting

Motion to approve the minutes of February, 2022.
(Kathy Ivey / Aaron Engel) 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 2022.
(Aaron Engel / Bryan Morris) Carried

5. Reports

5.1 Director's Report

5.11 Vacancy Report

No new vacancies to report.

Interviews have been conducted for three library clerk positions, a part-time library assistant and an Adult Services Librarian. Selections have been made to fill the positions pending acceptance of applicants.

Interviews for the Community Resources Specialist Librarian will be scheduled during the next two weeks.

5.12 Operations Updates

Due to local COVID health metrics dropping to a low level in the community, the city employee mask policy is no longer mandatory.

The first of several meetings on the City's pay and class study occurred with McGrath Consulting on February 28th. This firm has also done studies for other libraries, including the L.E. Phillips Memorial Library in Eau Claire. Representatives from McGrath plan to attend a library board meeting in June or July to provide more information and answer questions.

5.13 Facilities Updates

There has been overwhelmingly positive feedback from patrons who utilized North and South branch locations during Main's renovation. Many of Main's regulars visited South's location, whose traffic noticeably increased. Patrons are very happy to be back using Main, many positive comments have been received about the updated spaces.

Friends of the Library helped with the cost of some furniture for the Fireplace area, including comfortable chairs and pub tables. There will also be some new comfortable furniture on the second floor.

5.14 Service Updates

Along with unveiling the first-floor changes on Monday, meeting rooms have once again been made available for reservation under the updated policy approved by the Board in 2021.

5.15 Program Highlights

Monday Mornings at Main is back in Main Hall. The Tiny Art Show kits have been extremely popular at all locations. In addition to Saturdays, story times are resuming on weekdays.

Newbery award-winning and New York Times best-selling author Meg Medina will be visiting La Crosse on Wednesday April 13. She will present at both high schools as well as at a public event at the library with a book signing to follow. This author event

is sponsored through the Washburn Board.

6. Old Business

6.1 Carryover Spending Priorities

6.11 Discussion / Approval of Self-Checkout Kiosk Replacement

Priorities for carryover were reviewed at the October Committee of the Whole meeting. The strategy of not maintaining a large carryover, but keeping a contingency to cover retirement payouts or other unexpected unbudgeted expenses, was discussed.

The Board approved up to \$63,163 for the additional cost of mobile shelving. As that project has just been completed, the cost has yet to be expended. Even if the full amount approved is needed, a healthy balance of \$86,190 would remain in carryover.

All six self-check kiosks need updating. They are a model X1, and the current model is X11. The newer model would enhance patron experience by offering the ability to promote programing. Updated technology would also decrease the amount of time IT and Circulation staff spend addressing issues.

If the order is placed on or before April 1 the library will save \$2,500 and maintain the current maintenance agreement. The cost of the one-stop touch screen kiosks, software, barcode scanner, and shipping is \$37,910.

Some board members expressed concern over spending down carryover and the possibility of not having enough to cover unexpected expenses.

Motion to approve the use of carryover spending up to \$37,910 to replace self-check kiosks.

(Aaron Engel / Kathy Ivey) Carried

Aye:

Sue Anglehart, Kathy Ivey, Katie Bittner, Aaron Engel, Shelley Hay, Bryan Morris, Araysa Simpson

Nay:

Jodi Ehrenberger

6.2 Review of Recognition for Library Retirees

6.21 Approval of Special Trustee's Funds for Retirement Recognition

Motion to approve reimbursement of \$1,295.90 from Special Trustees for six retirements.

(Kathy Ivey / Bryan Morris) Carried

7. Public Comment / Other

The rescheduled Board retreat is Saturday April 23rd. Agenda items include: accomplishments, goals, organizational chart, fundraising, solar and utilities, strategic planning.

8. Topics for Future Meetings

8.1 *2021 Annual Report*

8.2 *Presentation on Library's Information Technology Department*

9. Adjournment

Time: 6:15 pm

Motion to adjourn.

(Aaron Engel / Katie Bittner) Carried