



Meeting Minutes

Library Board

Thursday, December 22, 2022

5:00 PM

La Crosse Main Library
Video Conference

****Rescheduled from December 13th due to power outage.****

Agenda

1 Call to Order

PRESENT: Sue Anglehart, Kathy Ivey, Aaron Engel, Mac Kiel, Ross Seymour, Araysa Simpson, Jess Thill

ABSENT: Katie Bittner, Bryan Morris

STAFF: Shanneon Grant, Dawn Wacek, Elaine Petersen, Russ McClintock, Sarah Ludington

The Chair, Ms. Anglehart, called the meeting to order at 5:01 p.m.

2 Library Space Use Assessment Presentation from ISG Inc.

Ms. Grant introduced Gladys Petersen from ISG, Inc. to present some initial conceptual designs that she and her colleagues have put together. Copies of the proposed plans were shared with the Board ahead of the meeting. Ms. Petersen reviewed floorplan layouts and design concepts that focus on making the best use of underutilized spaces at the Main and South Community branches, in order to better support programming and provide more flexibility in community spaces.

3 Approval of Minutes from Regular Board Meeting – November 8, 2022

Motion to approve the minutes from the Regular Board Meeting November 8, 2022.

(Araysa Simpson / Kathy Ivey) Carried

4 Approval of Minutes from Committee of the Whole Meeting – December 6, 2022

Motion to approve minutes from the Committee of the Whole December 6, 2022.

(Aaron Engle / Kathy Ivey) Carried

5 Approval of Bills & Financial Reports – November 2022

Ms. Grant pointed out for the Board some items of note: reimbursements from the CLC Grant for travel expenses from the November WLA Conference, an invoice for updated website photos, Community Foundation money gifted to the Creation Space Grant, and an invoice from TMC Furniture. This is coming from the Friends of the Library; it is a family workstation that will be installed on the second floor. It offers an enclosure for a small child to play while a caregiver uses the computer.

**Motion to approve the bills and financial reports for November 2022.
(Ross Seymour / Jess Thill) Carried**

6 Reports

6.1 Director's Report

6.11 Vacancy Report/New Hire Updates

No vacancies to report. The postings for two part-time Associate Librarians and one part-time Janitor are up on the website.

6.12 Operational Updates

Ms. Grant brought to the attention of the Board the beginning stages of a future integrated library system software migration. The software currently used is no longer being supported with updates from the vendor. Staff have already been participating in software demos. The timeline for the migration once an ILS is chosen is 8-12 months.

A presentation to be given by Barry McKnight on Adult and Senior Programming for Council Planning has been rescheduled for January 19th at 6 pm.

6.13 Facility Updates

The installation of acoustic panels in the Main Hall is complete. Ms. Grant expressed thanks to Russ McClintock for his assistance in this project.

6.14 Programming Highlights

The BookTok Bingo event at 608 Brewery had an amazing turnout of 87 attendees.

Youth Services will take a break from scheduled story times in January and February to conduct annual tours of the library for Kindergarten and 2nd grade students.

6.2 Committee of the Whole Report

6.21 Approval of Updated Trustee By-Laws

Updated by-laws had been distributed with further changes. Ms. Grant reviewed these updates. Ms. Anglehart opened the floor for any further questions and/or comments.

**Motion to approve the revised Trustee By-Laws effective immediately.
(Aaron Engle / Kathy Ivey) Carried**

6.22 *Approval of Updated Employee Paid Time Off Schedule*

Ms. Wacek pointed out language added for clarification that had appeared in the previous policy. Ms. Anglehart opened the floor for any further questions and/or comments, then proposed voting to approve Option B.

**Motion to approve Paid Time Off Schedule Option B.
(Kathy Ivey / Aaron Engel) Carried**

**Friendly amendment to the motion to approve Paid Time Off Schedule Option B as presented effective January 1, 2023 for all full-time and permanent part-time employees working 20 hours or more per week. Employees who have maxed out at the current leave schedule will be grandfathered.
(Kathy Ivey / Aaron Engel) Carried**

6.23 *Approval of 2023 Holiday Closure Dates*

**Motion to approve 2023 Holiday Closure Dates.
(Ross Seymour / Araysa Simpson) Carried**

6.24 *Adoption of Statement Against Censorship*

**Motion to adopt Statement Against Censorship.
(Araysa Simpson / Aaron Engel) Carried**

6.25 *Adoption of Statement on Racial and Social Equity*

**Motion to adopt Statement on Racial and Social Equity.
(Kathy Ivey / Ross Seymour) Carried**

7 Old Business

7.1 *Approval of 2023 Operating Budget*

Ms. Grant pointed out that there is an increase of about 3% between the 2022 and 2023 budget and that increase is in personnel, as the Library gradually restores positions to 2019 levels.

**Motion to approve 2023 Operating Budget.
(Aaron Engel / Jess Thill) Carried**

8 Public Comment / Other

None.

9 Topics for Future Meetings

- *No Committee of the Whole meeting for January 2023. The next meeting will be on January 10th, 2023.*
- *Future meeting for Strategic Planning will occur in 2023 in lieu of a Board Retreat.*

10 Adjournment

Time: 6:09 p.m.

**Motion to adjourn.
(Araysa Simpson/ Sue Anglehart) Carried**

La Crosse Public Library Board of Trustees Members:

Sue Anglehart, Kathy Ivey, Katie Bittner, Aaron Engel, Mac Kiel, Bryan Morris, Ross Seymour, Araysa Simpson, Jess Thill