



Meeting Minutes

Library Board

Tuesday, November 8, 2022

5:00 PM

La Crosse Main Library
Auditorium (Lower Level)

Agenda

1. Call to Order

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

STAFF: Shanneon Grant, Cynthia Arauz, Anita Doering, Sarah Ludington, Elaine Petersen, Dawn Wacek

The Chair, Ms. Anglehart, called the meeting to order at 5:05 p.m.

2. Approval of Minutes from Regular Board Meeting

Motion to approve the minutes of October 11, 2022.
(Aaron Engel / Kathy Ivey) Carried

3. Approval of Minutes from Committee of the Whole Meeting

Motion to approve the Committee of the Whole minutes of November 1, 2022.
(Aaron Engel / Ross Seymour) Carried

4. Approval of Bills & Financial Reports

Ms. Grant noted that some annual costs for subscriptions and resources have been expended. She met with the new Finance Director, Chadwick Hawkins, and discussed carryover accounts are now combined in MUNIS, and this change will be reflected in the board report going forward. She also pointed out several reimbursements this month for conference registrations and expenses and for costs resulting from a downed power line.

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

5. Reports

5.1 Director's Report

5.11 Vacancy Report

No new vacancies to report.

Elaine Petersen is Interim Business Manager and Sarah Ludington will assist with some tasks in Business Services.

5.12 Programming Highlights

The Creation Space has received positive and constructive feedback on how to make it more inclusive for our visually impaired patrons.

The recent program "Sleep Demons, the Hmong, and Nightmare on Elm Street" registered 300 participants.

Youth Services had successful programming with "Dino Discovery" and "Glow in the Dark Storytime", the latter of which had over 100 people attend.

The "Murder Mystery" library fundraiser sold out and received a lot of amazing feedback from attendees.

5.13 Operational Updates

LPL had five staff members attend the Wisconsin Library Association conference last week.

There will be a delay in the installation of the acoustic panels in Main Hall due to a fabric supply issue. Installation will now take place in December.

The Washburn Board approved a motion to support staff in pursuing further education through tuition reimbursement. Ms. Grant expressed gratitude in the Washburn Board's support of the library's most important asset: the staff.

5.14 Pay & Class Study Updates

Per Library Board approval Sept. 13th, Library positions were integrated into the proposed City scale by McGrath Consulting. Approval of recommendations is an item appearing later in tonight's agenda. Recommendations were presented and approved at the November 3rd Finance and Personnel Committee meeting and will go before full City Council on November 10th.

5.15 2023 Operating Budget Process Update

The Public hearing and special Common Council Meeting to adopt the budget will be on November 14, 2022.

5.2 Committee of the Whole Report

5.21 Approval of Updated Materials Selection Policy

A few minor changes to the Materials Selection Policy were discussed. The reconsideration procedure will be a separate section to allow for ease of sharing with a patron.

Ms. Arauz reviewed the residency requirements, providing a handout illustrating how patrons are coded in Sierra. Patrons within library's service area will be defined as patrons whose municipality is La Crosse City.

**Motion to approve adopting the Updated Materials Selection Policy.
(Araysa Simpson/Aaron Engel) Carried**

6. Public Comment/Other

None.

7. Topics for Future Meetings

*7.1 ISG Presentation of Main Hall and South Library Space Assessments
December 13th*

7.2 Recommendation for Strategic Plan Facilitator and Funding Source

7.3 Review of Trustee By-Laws

8. Old Business

8.1 Pay and Classification Study Recommendations

The recommendations put forth by McGrath Consulting were reviewed in more detail. Changes to some position titles were noted. There were no negative consequences of this study. If approved by City Council on November 10th, the rates would go into effect beginning with the next pay period.

8.2 Approval of Pay and Classification Study Recommendations

**Motion to approve Pay and Classification Study Recommendations
(Katie Bittner/Kathy Ivey) Carried.**

9. Adjournment

Time: 5:51 p.m.

**Motion to adjourn.
(Araysa Simpson / Katie Bittner) 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