



Meeting Minutes

Library Board

Tuesday, October 11, 2022

5:00 PM

La Crosse Main Library
Auditorium (Lower Level)

Agenda

1. Call to Order

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

ABSENT: Kathy Ivey, Bryan Morris

Ms. Grant reviewed the discussion from last week's Committee of the Whole meeting, explaining the Materials Budget and providing assurance that new materials are being selected, ordered, and processed. She also mentioned some of the reasons overall spending has appeared to be a bit behind, including costs that have not yet been paid (electronic resources, Overdrive, and annual subscriptions) and staffing challenges (retirements and changes in selection staff as well as in leadership of Collection Management). Lindsay Schmitt and her team have done amazing work moving the Library in the right direction!

The Chair, Ms. Anglehart, called the meeting to order at 5:00 p.m.

2. Collection Management Department Presentation

Collection Management Librarian, Lindsay Schmitt, introduced her staff and provided an overview of the department. She also briefly described the selection process, acquisitions, cataloging, and the processing of materials. She noted challenges and accomplishments of the past year, as well as goals for 2023.

3. Approval of Minutes from Regular Board Meeting

**Motion to approve the minutes of September 13, 2022.
(Araysa Simpson / Jess Thill) Carried**

4. Approval of Minutes from Committee of the Whole Meeting

**Motion to approve the Committee of the Whole minutes of October 4, 2022.
(Aaron Engel / Araysa Simpson) Carried**

5. Approval of Bills & Financial Reports

Motion to approve the bills and financial reports for September 2022.
(Aaron Engel / Ross Seymour) Carried

6. Library Funding & Board Report Presentation

Business Services Manager, Ian Howden, provided a funding flow chart and explained differences between the City Operating Budget and In-House Checking, as well as processes for each. He then reviewed monthly financials, providing additional detail and explanation for each section.

Ian announced his departure, and thanked the Board for their support during his time at the Library.

7. Reports

7.1 Director's Report

7.11 Vacancy Report / New Hire Updates

Ian Howden accepted a business analyst position with Kwik Trip, his last day is tomorrow. He has made quite an impact during his 14 months at the Library. Elaine Petersen will help by transitioning into the Business Services Manager position on an interim basis. Staff from other departments will help with some of the work of Elaine's current position.

The vacant custodial position is being filled by Jacob Benzschawel, who is transferring from the La Crosse Center on October 14.

7.12 Staff Development Day Highlights

Narcan training, diversity training from Hope Restores, strengths and teamwork training from UW Extension, library funding, and materials challenges preparation were provided. Staff appreciated the Board's support of this opportunity, as well as the Friend's generosity in providing funds for the staff lunch.

7.13 2023 Operating Budget Process Update

After the September Board of Estimates meeting it was recognized that not all position requests in the City would be funded in 2023 Budget. Ms. Grant reached out to the Mayor and as did Board member and City Council representative Mac Kiel who met with the Mayor to advocate on the Library's behalf. It was important to make the request to help correct the misperception that all library positions lost in 2020 were restored. She noted that after the 2020 cut, she was instructed by City leadership to plan for incremental staffing restoration as it was fiscally possible. Ms. Grant continues to advocate for resources that help expand services as well as support the talented and dedicated Library staff.

The Board of Estimates met yesterday and recommended adoption of the 2023 Operating budget. Two part-time Library Associates and one part-time Custodial position were included. A full-time Librarian position was originally requested as well, but was not able to be funded in the coming budget year.

Ms. Grant extended appreciation to Mac Keil for speaking with the Mayor on the Library's behalf.

7.2 Committee of the Whole Report

7.21 Approval of 2023 Winding Rivers Library System Resource Contract

*Motion to approve 2023 Winding Rivers Library System Resource Contract.
(Aaron Engel / Jess Thill) Carried*

7.22 Approval of Updated Materials Selection Policy

*Motion to move the Materials Selection Policy back to COW for further discussion.
(Ross Seymour / Aaron Engel)*

Motion carried 5 to 1, Simpson voting nay

8. Old Business

None.

9. Public Comment / Other

None.

10. Topics for Future Meetings

10.1 Review of Updated Materials Selection Policy

10.2 Presentation on Materials Challenges

10.3 ISG Assessment of Main Hall and South Community Library Spaces

10.4 Recommendation for Strategic Plan Facilitator

11. Adjournment

Time: 6:19 p.m.

**Motion to adjourn.
(Aaron Engel / Araysa Simpson) Carried**