



## Meeting Minutes

### Library Board

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Tuesday, October 1, 2024

5:00 PM

La Crosse Public Library  
Auditorium (Lower Level)

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#### COMMITTEE OF THE WHOLE

#### Call to Order

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

*PRESENT: Sue Anglehart, Kathy Ivey, Ross Seymour, Jess Thill, Katie Bittner, Araysa Simpson, Mac Kiel (arrived at 5:30, left at 6 p.m.)*

*EXCUSED: Erin Raymus, Aaron Engel*

*STAFF: Shanneon Grant, Dawn Wacek, Cole Zrostlik, Brooke Newberry, Anita Doering, Cynthia Arauz (online), Scott Brouwer (online)*

#### Agenda Items:

#### 1 Staffing Restructure 2025

##### *1.1. Overview of 2025 Organizational Chart (Approved 9.10.2024)*

- The restructure will be in effect January 1, 2025 to redistribute responsibilities and absorb vacancies at the managerial level.*
- In a related development, after 36 years at La Crosse Public Library, Archives Manager Anita Doering recently announced her forthcoming retirement in February 2025. As a fitting tribute to her accomplished career, Ms. Doering has been named the winner of the Wisconsin Library Association's 2024 Muriel Fuller Award, which will be presented this November in Green Bay.*
- In the 2025 staffing structure, supervisors will lead individual teams; managers will oversee more than one team. A few new positions will help achieve strategic goals while some current positions will no longer exist in the 2025 structure; others remain similar to current positions. At this point in the budget process, the Library has not been instructed to make other changes or reductions. The restructure allows the Library to retain the same total number of Full Time Equivalents (FTE) and the same total number of benefited positions.*

##### *1.2. Review Restructure Implementation Timeline*

- Key dates in the timeline were highlighted. Library staff received information about the restructure at a staff meeting September 24. More information, opportunities for discussion, and support is forthcoming at Staff Development Day October 11. Manager positions were posted internally and externally. All remaining positions will be filled internally, barring insufficient interest or ineligibility.*
- The completed restructure will coincide with the start of the new budget year. In order for City Finance, Human Resources, and Payroll departments to make changes ahead of January 1, 2025, positions will be assigned by December 2, 2024.*

*1.3. Draft Position Descriptions*

*• In reviewing job descriptions, staff mentioned working toward consistency; building in equitable expectations, skills, and qualifications for same-level positions. Board members provided feedback and minor edits.*

**2 Policy Updates: Patron Expectations and Behavior Guidelines**

*2.1 Suggestions were made to further improve language positivity and clarity throughout the document.*

**Adjournment at 6:07 p.m.**