



## Meeting Minutes

### Library Board

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Tuesday, December 10, 2024

5:00 PM

La Crosse Public Library  
Auditorium (Lower Level)

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#### Call to Order

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

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

**ABSENT:** Katie Bittner

**STAFF:** Shanneon Grant, Dawn Wacek, Cole Zrostlik, Daniel Whitmore, Amber Leibundgut-Peterson, Anita Doering, Miranda Greeno, Cynthia Arauz

#### Agenda Items:

#### 1 Approval of Minutes from Regular Board Meeting – November 12, 2024

Motion to approve the minutes from the regular Board meeting of November 12, 2024.

(Aaron Engel/Ross Seymour) Carried

#### 2 Approval of Minutes from Committee of the Whole – No Meeting December 3, 2024

#### 3 Approval of Bills & Financial Reports – November 2024

Motion to approve the bills and financial reports from November 2024.

(Aaron Engel/Kathy Ivey) Carried

#### 4 Reports

##### 4.1 Director's Report

##### 4.11 Operational Updates

*Staff restructure: Progress has been made toward the implementation of the staffing restructure in 2025. All library staff position information has been submitted to City Hall. City is launching a new payroll system.*

*Continuing education: Anita received the Muriel Fuller award at this year's Wisconsin Library Association Conference. Some LPL staff members were able to attend in support of Anita.*

*Deputy Director Dawn Wacek attended the CORE Conference in Minneapolis, Minnesota. The American Library Association sponsors this conference.*

*Update to emergency weather plan for the City of La Crosse: In past years the City has had a separate site as a day-only shelter for those needing shelter from dangerous weather conditions. This year, the City is designating resources that will allow the Library's Main Hall to serve that purpose with staffing provided by County and City employees. Main Hall provides a separate dedicated space, including its own entrance and restrooms with the ability to open the emergency center without having access to the rest of the building. While Main Hall is frequently used for library programs and events, in the case of such severe weather, those events would be canceled, creating availability for this urgent community need. More information will be provided as details are finalized at the City.*

#### *4.12 Facility Updates*

*Flexible Facilities Grant—all pre-agreement documentation has been submitted. Engberg-Anderson Architects have been chosen as project architects through a RFP selection process that included proposals from three other architectural firms.*

#### *4.13 Programming Highlights*

*Magic Market happened on December 6. The program was a magical collaboration among Library staff; 300+ people attended the program.*

## **5 New Business**

### *5.1 Consideration & Approval of Library Service Hour Adjustments*

*Because of the flexibility made possible by our staffing restructure, Library leadership recommends the increase of North hours from 12 to 28 hours per week, including Saturday hours.*

**Motion to approve Library service hour adjustments.  
(Araysa Simpson/Jess Thill) Carried**

### *5.2 Review & Approval of Paid Leave Policy Updates*

*Library leadership is recommending that Supervisors receive vacation accrual commensurate with Manager vacation hours; the Deputy Director position would accrue vacation at the same rate as the Director. The new policy also includes some clarifications as to holidays, floating holidays, and regular holiday pay.*

**Motion to approve update to Paid Leave Policy.  
(Erin Raymus/Aaron Engel) Carried**

## **6 Old Business**

### *6.1 Approval of End of Fiscal Year Special Trustees Reimbursements*

**Motion to approve transfer of funds from Special Trustees Fund for \$1,062.71.  
(Erin Raymus/Ross Seymour) Carried**

*6.2 Approval of 2025 Library Operating Budget*

**Motion to approve the final version of the 2025 Library Operating Budget.  
(Araysa Simpson/Ross Seymour) Carried**

**7 Topics for Future Meeting - March 4, 2025 Committee of the Whole**

*7.1 2024 Annual Report*

*7.2 Update on Staffing Restructure*

*7.3 Friends of the Library Report*

**8 Public Comment / Other**

**9 Adjournment at 6:14 p.m.**

**(Araysa Simpson/Ross Seymour) Carried**