



Meeting Minutes

Library Board

Tuesday, September 10, 2024

5:00 PM

La Crosse Public Library
Auditorium (Lower Level)

Call to Order

The Chair, Ms. Anglehart, called the meeting to order at 5:03 p.m.

PRESENT: Sue Anglehart, Katie Bittner, Mac Kiel, Erin Raymus, Ross Seymour, Kathy Ivey, Araysa Simpson

ABSENT: Jess Thill, Aaron Engel

STAFF: Shanneon Grant, Dawn Wacek, Elaine Petersen, Cole Zrostlik, Daniel Whitmore, Brooke Newberry, Cynthia Arauz, Anita Doering

Agenda Items:

1 Officer Election – Vice President

Araysa Simpson nominated Kathy Ivey for Vice President with a second from Erin Raymus. Unanimous consent to reappoint Ms. Ivey for another year.

2 Approval of Minutes from Regular Board Meeting – August 13, 2024

Motion to approve the minutes from the regular Board meeting of August 13, 2024 with the following correction:
Under “Motion to adjourn” – Change seconder from ‘Araysa Simpson’ to ‘Aaron Engel’
(Ross Seymour/Kathy Ivey) Carried

3 Approval of Minutes from Committee of the Whole – No September Meeting

4 Approval of Bills & Financial Reports – August 2024

Motion to approve the bills and financial reports from August 2024.
(Katie Bittner/Erin Raymus) Carried

5 Reports

5.1 Director’s Report
5.11 Vacancy/New Hire Report
No vacancies to report. New hire, Amber Leibundgut-Peterson, will take over as

Business Services Supervisor (from Elaine Petersen, current Business Services Manager) on September 20. Library Director Grant asked the board to approve a one-week overlap between Ms. Petersen and Ms. Leibundgut-Peterson for training purposes as well as a reclassification of the new job and responsibilities from Manager to Supervisor.

**Motion to approve the re-categorization of the Business Services Manager position to Business Services Supervisor at Grade 11, with a one-week overlap training period with the current Business Services Manager.
(Katie Bittner/Kathy Ivey) Carried**

5.12 Operational Updates

The final implementation phase of the long-awaited catalog upgrade is currently underway—front line staff is doing a fantastic job answering questions and providing customer service; processes are running smoothly thanks to the Library’s dedicated ILS Team of Cynthia Arauz, Lindsay Schmitt, and Payge Rustad.

5.13 Programming Highlights

Brooke Newberry, Youth Services Manager, provided highlights from the 2024 Summer Library Program for kids, teens, and families. During the summer of 2024, the Youth Services Department had 47,000+ item checkouts, 600+ people at highest-attended event, 9 outreach events, and 26 passive programs. A total of 7,810 kids participated in Summer Reading 2024 and YS gave away 600+ books to participants.

5.14 2025 City Operating Budget Process Updates

The Finance Director provided a picture of the preliminary budget at the Board of Estimates meeting September 5. More work will be done by City staff to refine numbers ahead of the next Board of Estimates meeting October 7. Letters submitted by taxpayers and Library supporters to City Council and the Mayor were mentioned. Appreciation was expressed to Mayor Reynolds for making the request for City-wide feedback, and for accepting input from citizens on budget and service priorities. With several manager vacancies, the restructuring of library staff positions is necessary ahead of fiscal year 2025.

5.2 Committee of the Whole Report – No September Meeting

6 Old Business

7 Topics for Future Meeting

8 Public Comment / Other

9 New Business

9.1 Consideration of Organizational Structure for 2025 (CLOSED SESSION)

9.2 Draft Job Descriptions for Leadership Positions 2025 (CLOSED SESSION)

CLOSED SESSION

Motion to convene in closed session under the exemption set out in Wisconsin

Statutes 19.85(1)c which reads as follows: Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and will reconvene again in open session.
(Katie Bittner/Kathy Ivey) Carried

Time: 5:49 p.m.

Roll Call Vote:

- Sue Anglehart Aye
- Kathy Ivey Aye
- Katie Bittner Aye (left at 6:30 p.m.)
- Mac Kiel Aye
- Erin Raymus Aye
- Ross Seymour Aye
- Araysa Simpson Aye

Motion to reconvene into open session.
(Araysa Simpson/Erin Raymus) Carried

Time: 6:40 p.m.

Roll Call Vote:

- Sue Anglehart Aye
- Kathy Ivey Aye
- Mac Kiel Aye
- Erin Raymus Aye
- Ross Seymour Aye
- Araysa Simpson Aye

Motion to approve organizational structure for 2025.
(Kathy Ivey/Araysa Simpson) Carried

Motion to approve Manager job descriptions.
(Erin Raymus/Ross Seymour) Carried

10 Adjournment at 7:08 p.m.

Motion to adjourn.
(Araysa Simpson/Ross Seymour) Carried