



# City of La Crosse, Wisconsin

La Crosse Public Library  
800 Main Street  
La Crosse WI 54601

## Meeting Minutes

### Library Board

---

Thursday, August 11, 2016

5:00 PM

La Crosse Main Library - Auditorium  
800 Main Street

---

#### Call to Order, Roll Call

*PRESENT:*

*Dan Gelatt, Katie Bittner, James Cherf, Jodi Ehrenberger, Bev Ruston, Araysa Simpson*

*EXCUSED:*

*Judy Bouffleur, Randy Nelson*

The Chair, Mr. Gelatt, called the meeting to order at 5:03 p.m.

#### Agenda Items:

##### 1. Approval of Minutes

A motion was made by Cherf, seconded by Ehrenberger, to approve the minutes of July 14, 2016 as presented. Carried.

##### 2. Public Comment

*The Mayor provided an updated resolution for his proposed merger of City and County library services.*

##### 3. Approval of Bills & Financial Reports

*Ms. Krieg-Sigman noted the 2nd quarter report for Special Trustees Fund.*

A motion was made by Ehrenberger, seconded by Simpson, to approve the bills and financial reports for July 2016 as presented. Carried.

## 4. Reports

### 4.1 Director's Report

#### 4.11 Update on Vacancies; Introduction of New Communications Person

*All vacancies have been filled. Ms. Krieg-Sigman introduced Dana Johnson, new Youth Services' librarian; and Joe Hammes, Communications and Public Relations Coordinator.*

#### 4.12 Security Service Update

*Ms. Krieg-Sigman introduced Travis Tessman, who is now the permanent, full-time security guard.*

#### 4.13 Meetings with Mayor and Fire Chief

*Ms. Krieg-Sigman and Mr. Gelatt provided a summary of their meetings with the Mayor and Fire Chief.*

#### 4.14 Proposal for Branch Improvements

*Ms. Krieg-Sigman gave a summary of proposed branch improvements.*

#### 4.15 Manager Presentation – Dawn Wacek, Youth Services Manager

*Dawn Wacek provided an overview of the Youth Services department.*

#### 4.16 Recent Issue at Manitowoc Public Library

*Ms. Krieg-Sigman explained the situation, and described how registration data is recorded and used for funding.*

### 4.2 Committee Reports

#### 4.21 Personnel & Budget

##### 4.211 Part-Time Vacancy in Circulation; Authorization Not to Fill

*Motion from Committee to:*

- *NOT fill the 24 hour/week Circulation position that will be vacated on 8/25*
- *Fill the vacant hours with approved additional hours for part-time staff and approved overtime for full-time staff and the addition of more of the Director's time on weekends until 12/31/2016*
- *Eliminate this position from the proposed 2017 budget with the understanding that if no additional funding is forthcoming, there will be further reductions of service hours effective 1/1/2017*
- *Formally acknowledge that the use of overtime and the Director's time to cover desk shifts is not a long-term solution*

*(Jodi Ehrenberger / James Cherf) Carried*

4.22 Library Operations

4.221 Approval of Service Animal Policy

*Motion from the Committee to approve the Service Animal policy as presented.  
(Bev Ruston / Katie Bittner) Carried, Cherf abstained*

4.222 Approval of Lucky Day Collection Policies

*Motion from the Committee to approve the Lucky Day Collection policies as presented.  
(Bev Ruston / Araysa Simpson) Carried*

## 5. Old Business

5.1 Strategic Planning – Update and Plan for Public Discussion

*Ms. Krieg-Sigman provided an update on the Strategic Plan. She will email a revised final draft to the Board by end-of-day Friday.*

5.2 2017 Budget and Scheduling of Special Board Meeting

*A special Board meeting has been scheduled for next Thursday August 18th at 5:00 p.m.*

## 6. Topics for Future Meetings

6.1 2017 System Resource Library Contract – Personnel and Budget Agenda for September

6.2 Replacement Card Policy and Fee – Proposed Revision – Library Operations Agenda for September

6.3 Status of Early Literacy Position – Personnel and Budget Agenda for September

## Adjournment

*Time: 6:15 p.m.*

**No formal motion to adjourn was made.**

*Notice is further given that members of other governmental bodies may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility.*

### NOTICE TO PERSONS WITH A DISABILITY

*Requests from persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (608) 789-7510 or send an email to [ADAcityclerk@cityoflacrosse.org](mailto:ADAcityclerk@cityoflacrosse.org), with as much advance notice as possible.*