



Meeting Minutes

Library Board

Thursday, April 13, 2017

5:00 PM

La Crosse Main Library - Trustee Room
800 Main Street

Agenda Items:

1. Call to Order

PRESENT:

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

EXCUSED:

Judy Bouffleur, Randy Nelson

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

2. Approval of Minutes

Motion to approve the minutes of March 9, 2017.

(James Cherf / Bev Ruston) Carried

3. Public Comment / Mission Moment

Araysa Simpson announced her new position with the State Public Defender's office.

Gary Padesky shared that he finally has a library card.

Jennifer Troust, chair of Holy Trinity-Longfellow Neighborhood Association, explained that the group will be coordinating a library card drive.

Linda Jerome provided a summary of Jason Reynolds' visit.

Officer Tessman noted the success of the "No Hit Zone" materials and distraction techniques used at the service desks.

4. Approval of Bills & Financial Reports

Motion to approve the bills and financial reports for March 2017, as presented.

(Jodi Ehrenberger / James Cherf) Carried

5. Reports

5.1 Director's Report

5.11 Update on Vacancies

There are no current vacancies.

Ms. Krieg-Sigman noted the Washburn Fund Board's approval of \$3,500 for a new display case in the foyer, as well as \$2,000 for this year's National History Day program.

Ms. Krieg-Sigman provided an update on Pizza Night at South Community Library, and also shared a blue print of the Tower Park project.

5.12 Administration Dept. Presentation, Pt. 3 – Business Office

Loretta Kilmer provided an overview of the Business Office as well as copies of the Annual Report.

5.13 First Quarter Report & Statistics

Ms. Krieg-Sigman provided the first quarter report, and noted that it is structured around the Strategic Plan model.

5.2 Committee Reports

5.21 Personnel & Budget

5.211 Approval of 2018 Capital Projects Requests

Motion to approve the following Capital Project requests: \$150,000 to replace the carpeting and shelving on the first floor, west side; and \$150,000 to replace the flooring and circulation desk.

(Jodi Ehrenberger / James Cherf) Carried

5.22 Library Operations

5.221 Approval of Policies

*Motion to approve the Computer Usage policy.
(Bev Ruston / Jodi Ehrenberger) Carried*

*Motion to approve the Holds policy.
(Bev Ruston / Jodi Ehrenberger) Carried*

*Motion to approve the Lost & Damaged Materials policy.
(Bev Ruston / Araysa Simpson) Carried*

*Motion to approve the Bulletin Boards & Brochure Stands policy.
(Bev Ruston / Jodi Ehrenberger) Carried*

6. Old Business

None.

7. Topics for Future Meetings

7.1 Continuation of Unique Management – Library Operations

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.

(Jodi Ehrenberger / James Cherf) Carried

Time: 5:44 p.m.

Roll Call Vote:

- *Dan Gelatt - Aye*
- *Katie Bittner - Aye*
- *James Cherf - Aye*
- *Jodi Ehrenberger - Aye*
- *Bev Ruston - Aye*
- *Araysa Simpson - Aye*
- *Sara Sullivan - Aye*

Motion to reconvene into open session.

(Katie Bittner / Jodi Ehrenberger) Carried

Time: 6:53 p.m.

Roll Call Vote:

- *Dan Gelatt - Aye*
- *Katie Bittner - Aye*
- *James Cherf - Aye*
- *Jodi Ehrenberger - Aye*
- *Araysa Simpson - Aye*
- *Sara Sullivan - Aye*

Note: Bev Ruston left the meeting at 6:50 p.m. before the Board reconvened into open session.

The Board re-convened into open session at 6:53 p.m.

Motion to increase the Director's Hospitality Fund to \$4,000 annually with said funding for the Hospitality Fund to come from the Special Trustees' Fund, and maintain the \$500 to be used specifically for staff recognition gift certificates.

(Jodi Ehrenberger / Sara Sullivan) Motion carried

Motion to maintain the Library Director's existing benefits including providing a smart phone for the Director's unrestricted use; providing a tablet for the Director's unrestricted use; continuing a \$150/month vehicle allowance; and approving a 2.5% salary step increase effective 7/1/2017.

(Katie Bittner / Jodi Ehrenberger) Motion carried

8. Adjournment

Time: 6:57 p.m.

Motion to adjourn.

(James Cherf / Jodi Ehrenberger) Carried