



City of La Crosse, Wisconsin

La Crosse Public Library
800 Main Street
La Crosse WI 54601

Meeting Minutes

Library Board

Monday, April 1, 2019

5:00 PM

La Crosse Main Library
Youth Services Programming Room
800 Main Street

COMMITTEE OF THE WHOLE

*Also present: Cynthia Arauz, Loretta Kilmer
Suzanne A. arrived at 5:40 p.m.*

Agenda Items:

1. Review of Bills

The group reviewed the bills as presented. Questions were raised concerning the \$5,410 invoice for the online database "Newspaperarchive." Kelly gave a short demonstration of it, how to locate it on our website, and noted the fact that it is accessible from home ONLY to city residents. She also noted to the committee the fact that one manager was required to reimburse the library for some conference expenses because she had failed to provide the necessary receipts. Motion to recommend approval of the bills was made by Araysa and seconded by Gary. Motion carried.

2. Regional Woodcarvers' Group Co

An extensive discussion was held regarding the proposal to share library space with the area woodcarver's group. Several concerns were expressed:

- What kind of organization is this? Formal or informal?*
- What liability issues are involved? How is the issue of liability being handled in their current space?*
- How can/will issues of ventilation be addressed?*
- Is the group open to pursuing collaborative programming efforts with LPL?*
- What impact would their presence here have on staff?*

The COW directed Kelly to follow through on these questions and report back during the May cycle of meetings.

3. 2019 Salary Projections & Anticipated Allocation Increase

Kelly reviewed the city process (as she currently understood it) for allocating additional funding to the library budget for salary increases, and on what those allocations theoretically are based. She reviewed her spreadsheets with the committee, reporting that the number budgeted for 2019 salaries does NOT include the 1% on 1/1/19 nor any expected step increases and stipends mid-year. She also illustrated the staffing changes that had occurred between the time the salaries budget figure was "fixed" and now. If "nothing" had changed, the expected increase in allocation would equal \$62,306.64. However, with the retirement of Deb Dagnon, additional hours put on lower-paid staff, etc., the math suggests that the 1% increase for everyone else was covered by the unexpended salary budgeted for the Dagnon position. Kelly noted that she has a meeting scheduled with Finance on 4/4; this is on her list of discussion items.

4. Strategic Planning Priorities

Kelly reported that the library director opening and job description had been posted; Loretta gave details as to where. In response to a question from the committee, Loretta reported that to advertise the position most favorably on the ALA joblist website would cost approximately \$650. Motion by Katie, seconded by Suzanne, to post the position on the ALA website at a cost of \$650, with funding to come from the Special Trustees' fund. Motion carried.

A brief review of the meeting held the previous week between the Mayor, Kelly, two representatives from the Park & Rec department, two representatives from the Planning department, two representatives from the library/senior center steering committee and the Library Board president. The next meeting of the steering committee will be Thursday, April 11 at 4 p.m. Kelly is working on the agenda with Caroline G. from Planning. Better efforts will be made to define the role of the steering committee, select a committee chair, review the timeline and process, and determine a "name" for the project related to the library/senior center proposal.

Kelly reported on another meeting she attended with regard to efforts moving forward to improve Burns Park. The library has been asked to the table on this one to insure that any improvements at Main work in concert with plans that may be developed for Burns Park. She noted that she will appoint a staff member to represent the library on this formative committee before her departure. She also noted that one of the issues first to be settled will be re-locating the sculpture.

Due to time, discussions regarding the pop-up library van and the development of a marketing plan were postponed.

5. National Library Week

6. Old Business

Kelly requested direction on three ongoing "old business" issues needing closure in some way:

- Cell phone policy. Although the Board approved a good one last year based on the city's model, we were asked to hold off on implementation until the city reviewed their stipend amounts as theirs differed substantially from ours, and that difference would cause additional work for payroll. Since that time, Kelly received communication from city HR indicating their changes, with their stipends still less than the ones the Library Board approved and for which Kelly had budgeted. Kelly was directed to forward the policy to the Board again, along with the city's information, and discussion would be taken up at the board meeting.*
- Hiring current contract security as an LPL employee. Motion by Gary, seconded by Katie to table this issue. Motion carried on a vote of 5 ayes, 2 nays, and 1 abstention.*
- Organizational re-structuring. Kelly reminded the board that there are currently 14 positions reporting to the director, 8 of which are department heads. General discussion was held as to the advisability of implementing some kind of change before Kelly's retirement. The consensus of the board was to have Kelly present her ideas, but then factor in the issue of re-structuring in the interview process and develop a question or two that would touch on it.*

Adjournment