



# City of La Crosse, Wisconsin

La Crosse Public Library  
800 Main Street  
La Crosse WI 54601

## Meeting Minutes

### Library Board

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Tuesday, April 13, 2021

5:00 PM

La Crosse Main Library - Video Conference

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#### 1. Call to Order

*PRESENT:*

*Sue Anglehart, Katie Bittner, Jodi Ehrenberger, Shelley Hay, Kathy Ivey, Araysa Simpson, Aaron Engel (5:12pm)*

*ABSENT:*

*Gary Padesky, Keonte Turner*

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

#### 2. Approval of Minutes from Regular Board Meeting

**Motion to approve the minutes of March 9, 2021.**

**(Kathy Ivey / Shelley Hay) Carried**

#### 3. Approval of Committee of the Whole Minutes

**Motion to approve the Committee of the Whole minutes of April 5, 2021.**

**(Araysa Simpson / Katie Bittner) Carried**

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

**Motion to approve the bills and financial reports for March 2021.**

**(Kathy Ivey / Araysa Simpson) Carried**

## 5. Reports

### 5.1 Director's Report

#### 5.11 Vacancy Report

Two retirement notices were given yesterday. After 34 years with the library, Business Manager Loretta Kilmer's last day will be June 4th. Kellie Berg, in Collection Management, also announced her retirement effective June 25th after 28 years of service. Dylan Batzel was hired as the part-time library assistant specializing in patron relations duties. He started on April 5th.

#### 5.12 Service Updates

Loretta has been working on Annual Report supplemental information that is provided to the board in addition to the portion filed with the state. Spiral bound paper copies will be mailed to all members of the board in the next week or so.

Mayor Elect Reynolds officially takes office on April 20th, along with new city council members. As part of the transition, he'll be meeting with department heads individually this week. Ms. Grant is scheduled for a one-on-one with him April 15th. She will invite him to attend a board meeting when his schedule permits.

There has been a noticeable increase in cars and foot traffic at the library, which is encouraging. Management is currently looking ahead to the next phase of service, which may include expanded seating, decrease quarantine of materials, access to newspapers, and more volunteers helping with donations. Some fully vaccinated volunteers are already starting to come back. Staff have been great at filling in while services are transitioning and taking on new tasks as needed, including weeding, processing new materials, and cross training. Staff are also being trained at every service point to register people for library cards.

Service hours are being reviewed at all locations, and management is looking at how these hours will be scheduled after the second quarter ends. Planning for the last part of the year is ongoing, Ms. Grant will have more information to share at the COW meeting on May 3rd.

#### 5.13 Facility Updates

No events have been planned in Main Hall or the Courtyard spaces since the April 6th election. Once the automatic doors are installed, those spaces will be inaccessible as the flooring project gets underway.

#### 5.14 2022-2026 Capital Improvement Budget Process Update

Ms. Grant and Facilities Manager, Russ McClintock, met with city finance and Mayor Kabat regarding future capital improvement requests. The library has only one request in 2022, which is funding for more specific planning for future Main Hall improvements.

Aaron noted that the City of La Crosse is receiving \$20 million as part of the federal rescue plan, and that some of the money may be available for library projects. Ms. Grant will discuss with Mayor Elect Reynolds at their upcoming meeting.

*5.2 Committee of the Whole Report*

*5.21 Review / Approval of Patron Expectations and Behavior Guidelines*

*Motion to approve the updated Patron Expectations and Behavior Guidelines.*

*(Katie Bittner / Kathy Ivey) Carried*

**6. Old Business**

*None.*

**7. Public Comment / Other**

*Katie shared a greetings and farewell message from Gary.*

**8. Topics for Future Meetings**

*The June COW meeting will need to be rescheduled as it conflicts with Memorial Day.  
The week night COW meets may also need to be reevaluated as two board members  
have conflicting obligations.*

**9. Adjournment**

*Time: 5:33 p.m.*

**Motion to adjourn.**

**(Araysa Simpson / Katie Bittner) Carried**