



Meeting Minutes

Library Board

Tuesday, October 8, 2019

5:00 PM

La Crosse Main Library - Auditorium
800 Main Street

Agenda Items:

1. Call to Order

PRESENT:

Sue Anglehart, Katie Bittner, Cat Ellingson, Kathy Ivey, Gary Padesky

EXCUSED:

Jodi Ehrenberger, Jeff Bagniefski, Shelley Hay, Araysa Simpson

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

2. Approval of Minutes

Motion to approve the minutes of September 10, 2019.

(Gary Padesky / Kathy Ivey) Carried

3. Mission Moment / October NPO of the Month

First Teen Clothes Closet

Darcy Skibba introduced Shari Hegland, a founding volunteer of the organization. Ms. Hegland provided a history and overview of First Teen Clothes Closet, as well as information about their other programs and volunteer efforts.

4. Approval of Bills & Financial Reports

Motion to approve the bills and financial reports for September 2019.

(Cat Ellingson / Katie Bittner) Carried

5. Reports

5.1 Director's Report

5.11 Vacancy Reports

Senior Data Systems Specialist, Cindy Meyer, will be retiring in January.

Currently there are three full-time positions open. To increase flexibility in scheduling and coverage, two of those positions (a full-time Circulation Library Assistant position, and full-time Public Relations and Communications Coordinator position) will be split into four part-time library assistant positions.

*Motion to approve splitting two full-time positions into four part-time library assistant positions, 20 hours/week, grade 11 starting at \$18.87/hour.
(Katie Bittner / Gary Padesky) Carried*

5.12 2020 Budget

Ms. Grant and Business Manager Loretta Kilmer will meet with Valerie Fenske in Finance regarding salary discrepancies. The BOE will meet again on October 14.

5.13 Capital Improvements

Changes to the 2020 to 2024 CIP budget include moving the request for South Community Library remodel funding to future years. \$500,000 for 2021 and \$1,000,000 for 2022. The Mayor expressed that conversation and public involvement will continue as needs are assessed for both the library and the senior center.

5.14 South Library / Senior Center Steering Committee Update

The steering committee met last week. Ms. Anglehart noted that enough has changed to warrant putting the project on hold for now, and that the process has been a positive one. The north side senior center (Harry J Olson building) continues to need work, and the mayor would like to reevaluate and assess current needs of the community. Council member Phil Ostrem noted that a tour of a potential site has been planned.

5.15 Director's Priorities

Ms. Grant again noted plans for current vacancies. She and library managers continue to strategize possible organizational re-structure to improve efficiency, increase outreach, and meet goals of the strategic plan.

Ms. Grant spoke with Dagmara Larsen from MSR. They will be happy to step in again when priorities are established. As there is no clear consensus on the Main location project, things are on hold for the foreseeable future. It was suggested that this topic be further discussed at a Board retreat, and that managers be included for part of the time. Ms. Grant will send out a doodle poll to determine the best meeting date.

5.16 MSR Update

Ms. Grant noted the amount spent to date of \$71,680.57 + \$6,017.61 which includes visioning and assessment, programming and master plan and concept design. The

project finish piece is on hold for now. Re-organizational plans and outcomes, as well as keeping in line with our strategic plan, will help determine design concepts.

5.17 Director's Hospitality Fund

Motion to approve the transfer of \$1,770.98 from Special Trustees to cover money spent from January to June of 2019 by previous Director, as well as an additional \$4,000 to be transferred for current Director use from August 2019 to August 2020. (Katie Bittner / Gary Padesky) Carried

5.18 Give-A-Gift Update

Preparations continue, invitations will be mailed this week. Reminder that the event date is Friday November 8.

5.19 8th Street Parking Issues

Issues continue due to overnight parking including trash, chained bikes, and sidewalks being blocked. Ms. Grant has looked into zoning the street as two-hour parking, however this would affect staff parking as well. She also noted that City would not provide parking permits for staff. Police have increased their presence in the area, which has helped. Staff are encouraged to communicate any concerns through the nonemergency number. Gary Padesky asked that this topic be placed on a future agenda for further discussion.

5.2 Committee Reports – No Committee Meetings Held

6. Old Business

6.1 By-Law Suspension Discussion

Future suspension of by-laws was discussed. The possibility of forming an ad hoc committee was mentioned. Board members felt that meeting as a Committee of the Whole was beneficial because all members were present for complex discussions such as budget issues. It was also felt that having a quorum was much more likely with a larger group. It was decided that the by-laws will again be suspended for the November cycle, and the topic be addressed at the Board retreat. Ms. Anglehart asked Ms. Grant to provide some thoughts and suggestions regarding by-law changes for the Board to review.

Motion to suspend Article III, section C of the Library Board of Trustees By-laws for the November 2019 meeting cycle and meet as a Committee of the Whole on Monday November 4, 2019 at 5:00 p.m. By-laws will be reviewed and updated at Board Retreat. (Gary Padesky / Kathy Ivey) Carried

6.2 Long Term Suspension of Committees

7. Public Comment / Other

Phil Ostrem noted that cooperation between departments is very helpful, and that everyone benefits with better communication.

8. Topics for Future Meetings

8.1 Reporting Responsibility in Employment Policy

The library would like to adopt this new city policy which would replace the current Nepotism policy. The policy was provided for board review.

8.2 8th Street Parking Issues

9. Compensation Discussion

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.

(Gary Padesky / Cat Ellingson) Carried

Time: 6:01 p.m.

Roll Call Vote:

- Sue Anglehart Aye
- Katie Bittner Aye
- Cat Ellingson Aye
- Kathy Ivey Aye
- Gary Padesky Aye

Motion to reconvene into open session.

(Gary Padesky / Katie Bittner) Carried

Time: 6:30 p.m.

Roll Call Vote:

- Sue Anglehart Aye
- Katie Bittner Aye
- Cat Ellingson Aye
- Kathy Ivey Aye
- Gary Padesky Aye

Motion to move the Teen Librarian position to a step 6 retroactive back to July to keep that position in line with comparable Librarian positions.

(Kathy Ivey / Gary Padesky) Carried

Motion to approve stipends in the amount of \$2,000 on October 31 and December 31, to the Collection Management Manager in recognition of stepping up duties in extreme circumstances.

(Gary Padesky / Kathy Ivey) Carried

10. Adjournment

Time: 6:35 p.m.

**Motion to adjourn.
(Gary Padesky / Cat Ellingson) Carried**