



## Meeting Minutes

### Library Board

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Tuesday, June 8, 2021

5:00 PM

La Crosse Main Library - Video Conference

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#### 1. Call to Order

*PRESENT:*

*Kathy Ivey, Katie Bittner, Aaron Engel, Shelley Hay, Araysa Simpson*

*ABSENT:*

*Sue Anglehart, Jodi Ehrenberger, Mac Kiel, Keonte Turner*

**The Vice-Chair, Ms. Ivey, called the meeting to order at 5:05 p.m.**

#### 2. Introduction of new Business Services Manager

*Ms. Grant welcomed Ian Howden, who introduced himself to the Board.*

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

**Motion to approve the minutes of May 11, 2021.**

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

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

*No Meeting.*

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

*Last month Dr. Engel asked about retirement percentages being higher than expected.*

*Ms. Grant followed up with City Finance who discovered an error. The library was mistakenly charged for both the employee and employer portion. Finance has confirmed that this will be corrected so only the employer portion is expended.*

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

**(Shelley Hay / Aaron Engel) Carried**

## 6. Reports

### 6.1 Director's Report

#### 6.11 Vacancy Report

*Interviews for the Cataloger position have been completed.*

*Positions have been posted internally for two full-time library assistants who will start in July to help restore service hours.*

*Positions have been posted externally for two part-time assistants to replace the internal applicants moving into full-time positions.*

*Mac Kiel was appointed as City Council designee replacing Gary Padesky. Mac will be joining the Board at the July 6th Committee of the Whole meeting.*

#### 6.12 2022 Requests to Restore Library Positions

*When the operating budget request process begins, adjustments in allocations are able to be made in the non-personnel lines. City Finance calculates the wages and benefits requests based on employees or open positions. City implemented a new process for requesting reclassifications or new positions that would increase personnel lines of the operating budget. Departments have a two-week window between May 1-15 annually to make requests for the next budget year. A request was made for two additional full-time library assistants and one librarian level position.*

#### 6.13 American Rescue Plan Funding Requests

*Potential funding is available from the Department of Public Instruction as well as City allocations.*

*The state library collaborative is meeting with representatives from the Department of Public Instruction to work through requests which would utilize funding to establish libraries as centers to help citizens from recovery to resilience. Part of those requests will be used to promote access to health and social services by implementing a library social worker or community resource specialist. Other public libraries, including Eau Claire Public library, have already implemented this kind position. These funds may be a way to subsidize such a position until it can be included in the budget.*

*A wish list is being compiled that would include one-time capital requests rather than annual expenditures. Pricing information is being gathered on vending kiosks for materials, a vehicle fitted to deliver materials to underserved areas (mobile library), and Wi-Fi to increase access for the outreach van.*

#### 6.14 Service Updates

*An increase in foot traffic is being noticed, and more families are visiting Youth Services. It's not yet a consistent increase, but it's much more like it was pre-pandemic. Some outreach is increasing as well, delivery to nursing homes continues as well as a partnership with nonprofit resource center Hope Restores. La Crosse County Health department is planning to offer recurring vaccination clinics at the library to remove barriers and meet people where they are. The library is giving*

*away books and swag at Parks & Rec movie events.*

**6.15     Branch Refresh Project**

*The project is nearing completion at North Community Library and work on the spaces and collections at South Community Library will begin next week. The goal is to re-establish hours at both locations during the week of July 6th. The team is still working through some logistical issues including having three days of service at each location, delivery from WRLS, book drop management, and patron education about holds pickup.*

**6.16     Summer Library Program**

*Dawn provided an update on summer programming, including Read Around La Crosse, story times on the lawn, small in-person events, hikes, Wonderous Wednesdays, weekly events for teens, and the live Mr. Evans show.*

**6.17     Story Walk**

*Dawn explained the concept of story walk and noted funding from the Washburn Board and PBS. The library is partnering with Parks & Rec for in-kind installation of the project at Chad Erickson Trail. A second Story Walk project is being planned at Powell Park with help from a Mayo grant.*

**6.2     Committee of the Whole Report**

*No meeting.*

**7. Old Business**

*None.*

**8. Public Comment / Other**

*None.*

**9. Topics for Future Meetings**

*Community collaborations  
July Board elections*

**10. Adjournment**

*Time: 5:46 p.m.*

**Motion to adjourn.**

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