

LA CROSSE COUNTY LIBRARY BOARD MEETING MINUTES

April 1, 2009

Onalaska Public Library Meeting Room
741 Oak Avenue South
Onalaska WI 54650

4:50 PM

MEMBERS PRESENT: Loren Caulum, Fred Marini, George Varnum, Mary Bach Filla, Glenn Seager

MEMBERS NOT PRESENT: Barbara Manthei, Andrea Richmond

OTHERS PRESENT: Christine McArdle Rojo, Library Director; Judy Jamesson, Library Secretary

CALL TO ORDER:

President Loren Caulum called the meeting to order at 4:50 pm.

ROLL CALL:

Board members Loren Caulum, Fred Marini, George Varnum, Glenn Seager and Mary Bach Filla were present. Barbara Manthei and Andrea Richmond were excused.

APPROVAL OF THE MEETING AGENDA:

Motion by Fred Marini/Mary Bach Filla to approve the agenda as presented. **MOTION** carried unanimously with two excused, Barbara Manthei and Andrea Richmond.

PUBLIC INPUT:

No public input at this time.

APPROVAL OF THE MINUTES:

Fred Marini corrected the comment "As soon as a survey is completed..." to read "As soon as a *land* survey..."

Motion by GeorgeVarnum/Fred Marini to approve the March 4, 2009 minutes as amended. **MOTION** carried with two approving, Fred Marini and George Varnum; three unable to vote due to absence from the previous meeting, Loren Caulum, Glenn Seager and Mary Bach Filla; and two excused, Barbara Manthei and Andrea Richmond.

APPROVAL OF APRIL 2009 EXPENDITURES:

Motion by Glenn Seager/George Varnum to approve the March, 2009 invoices being paid in April 2009. **MOTION** carried unanimously with two excused, Barbara Manthei and Andrea Richmond.

PRELIMINARY 2010 BUDGET:

At a Department Head meeting County Administrator Steve O'Malley revealed that while the County may be able to raise an additional \$600,000 dollars in taxes for next year's budget, the increase in wages and benefits will be \$1.8 million. The State of Wisconsin fiscal year begins July 1, 2009 and cuts in State funding will begin to affect the County at that time. Steve O'Malley is looking for ways to cut expenses without cutting services. He has suggested that each employee voluntarily take a one-day leave without pay if the County Board approved the measure. Steve O'Malley will take 3 days without pay. Some departments, including the nursing homes, the jail, dispatch, the library, etc. could not effectively participate without incurring other expense, such as substitute workers.

Future budget considerations may have to affect service hours. The Library would have to find a way to make any closing equitable since the majority of staff is part-time and do not all work on the same day.

WRLS is using a new formula for the annual fee for WRLSWEB. It will have three components:

- 1) A base fee equal to an undetermined percentage of the amount needed to operate WRLSWEB for the year spread equally over all the libraries in the region.
- 2) A percentage of the individual library's circulation.
- 2) A percentage of the individual library's collection.

The three amounts are added together to determine each library's share of the operation of WRLSWEB.

TRAVEL AUTHORIZATION:

As the Director of the Library Chris must accumulate 100 credits of ongoing education every five years to maintain her certification. She is able to earn many of the credits by attending conferences put on by various library organizations. This year the American Library Association will meet in Chicago in July. If Chris attends she will be able to earn 21 credit hours. The Wisconsin Public Library Association will meet

in the Wisconsin Dells in May and would offer 12 credit hours. The Wisconsin Library Association meets in Appleton in October and would offer 12-18 credit hours. Chris would like to earn 20 credit hours this year if possible. The 2009 budget has money earmarked for travel, registration, meals and lodging that would cover the ALA conference (the most expensive one) or both the WPLA and the WLA conferences. Chris offered to go to the two smaller conferences or to find various regional education opportunities closer to home.

Motion by George Varnum/Glenn Seager to send Chris to the national convention in Chicago in July since the money was budgeted for her to go. **MOTION** carried unanimously with two excused, Barbara Manthei and Andrea Richmond.

ONALASKA MEETING ROOM POLICY:

There were minor changes made after the library re-opened. The City of Onalaska clarified the definition of the groups that could use the room at no charge and the charges for other groups.

- 1) "No room charge for [City of Onalaska] Service, Civic, Charitable & Educational Groups/Organizations with tax-exempt status."
- 2) "\$25 for City Resident Non-civic Groups." "\$25 refundable deposit required."
- 3) "\$50 for Non-resident Groups." "\$25 refundable deposit required."

The La Crosse County Library Board agreed to the changes.

The Onalaska Park & Recreation Department would put the meeting room reservations on their Internet site if the library is interested. It would allow credit card payment at the time of reservation which would be easier for the library staff.

Motion by Fred Marini/Mary Bach Filla to approve the changes to the policy. **MOTION** carried unanimously with two excused, Barbara Manthei and Andrea Richmond.

Mary Bach Filla left at 5:59 pm.

MEETING SCHEDULE REVISITED:

Having been informed that the members not present at this meeting had expressed no interest in changing the time or date of the Library Board meetings, it was agreed that the schedule would remain unchanged.

STANDING REPORTS – INPUT ON NEW WRITTEN FORMATS:

Loren gave copies of his written report on the bi-monthly WRLS meeting to the other board members and Chris gave out copies of her Facility & Community updates. Loren noted that WRLS and its member libraries renewed their agreements for services, board membership, funding, and participation in WRLS. David Polodna, Director of WRLS, informed the board that Governor Doyle's recommendations for library state aid for 2010-2011 will be held flat for system aids based on percentage of local funding. County library members are encouraged to sign up for WISPUBLIC at <http://dpi.wi.gov.pld/wispublib.html>

When the land survey is completed on the library property in Mindoro a request for a zoning change must be made by May 9, 2009 to be heard at a public hearing on June 2, 2009; if approved it will go to the La Crosse County Board for approval on June 19th.

The cleaning contract at the **Bangor** Library has changed hands.

The Holmen School District has decided to end the **Holmen** Library's Internet service for the 2009-2010 school year, due to budget constraints. County IT and Chris are looking for alternatives, such as Charter Communications.

The **Holmen** Library was open for business at 10:00 am Monday March 23rd after being closed for two weeks for new carpet installation. A decision to embed floor outlets caused some delay and added to the project cost.

The **Administrative Center** re-carpeting took most of a third week with all the office equipment and furniture re-installed by Thursday evening. Chris authorized the Administrative area to be repainted, but there are still some areas not yet complete. An extra charge to Staples was incurred when a last minute decision was made to rearrange the work areas to maximize the work flow.

While the Administrative Center was being re-carpeted Judy Jamesson's office was dismantled, which gave her the opportunity to spend some time in **Campbell** doing inventory. After Campbell is completed West Salem will be the only facility left to do.

The roof joint between the original building and the addition at the **Onalaska** Library has begun leaking.

The City of Onalaska approved \$40,000 be given to the **Onalaska** Library to purchase items that Chris and library staff had requested. The list Chris submitted totaled \$68,000 which included items that were cut at various points during the project. The Friends of the Onalaska Library and the Onalaska Library Commission will host a rededication event on Sunday, April 19, 2009 from 1:00-4:00 pm. The Onalaska Friends will raise funds for an art piece for the family patio area.

The **West Salem** library had a booth at the West Salem Village Expo and 98 people registered to win music CDs.

The old boiler has been removed from the library and the new boiler is on back order.

The Hot Reads for Cold Nights Program ended March 28 with 164 entries for Bangor, 81 in Campbell, 242 in Holmen, 937 from Onalaska, and 241 entries in West Salem.

On April 23rd at 6:30 pm we will host a Critical Condition Program in Onalaska presenting a PBS documentary on the lack of health insurance coverage in the country with a discussion session to follow.

FUTURE AGENDA ITEMS:

Reports format

Budget 2010

WRLS/County plan for library services

ADJOURNMENT: Meeting was adjourned at 6:26 pm.

The above minutes may be approved, amended or corrected at the next meeting. Judy Jamesson, Recorder.