

LA CROSSE COUNTY LIBRARY BOARD

May 2, 2012

John Bosshard Memorial Library
1720 Henry Johns Blvd
Bangor WI 54614
4:45 pm

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

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

STAFF AND GUESTS: Kelly Krieg-Sigman, La Crosse Public Library Director, Christine McArdle Rojo, La Crosse County Library Director

ROLL CALL/CALL TO ORDER:

President Loren Caulum called the meeting to order at 4:48 pm.

APPROVAL OF THE MEETING AGENDA:

MOTION by Seager/Bach-Filla to approve the agenda as written. **Motion carried unanimously.**

PUBLIC COMMENT:

Kelly Krieg-Sigman reported that Dave Goldfein, La Crosse Public Library's and the WRLS' Network Administrator has resigned his position effective at the end of the month. She is already working on planning and reorganization and has discussed with him a consulting contract until she has filled the position. She is working closely with Winding Rivers System Director, Kristen Anderson and they are hopeful the position will be filled by the end of the summer. Krieg-Sigman also reported that security services at La Crosse Public Library will begin May 15th.

APPROVAL OF THE MINUTES:

MOTION by Marini/Manthei to approve the April 4, 2012, minutes as presented. **Motion carried unanimously.**

ELECTION OF VICE-PRESIDENT:

President Caulum opened the floor for nominations to fill the remaining term of Vice-President on the Library Board. Barbara Manthei volunteered to fill the vacancy. **MOTION** by Seager/Marini to fill the position with Manthei for the remainder of 2012. **Motion carried unanimously.**

APPROVAL OF MAY 2012 EXPENDITURES:

McArdle Rojo fielded questions regarding the projections in the shortfall of revenue for 2012. Due to increased use of pre-overdue notifications via e-mail for overdue materials, fees and fines are down for the first quarter of 2012 and the trend is expected to continue. McArdle Rojo pointed out that increases in printing and copying fees may help offset those shortages. **MOTION** by Manthei/Bach-Filla to approve May 2012 expenses. **Motion carried unanimously.**

Fax/Scan/E-mail Charges:

McArdle Rojo indicated that Staff suggestions to increase revenue streams included revising the fee structure for public faxing services and to assess a charge for scanning and email services. Based on comparative pricing in the area, she presented a recommendation to increase fax fees to \$2.00 per set of 5 pages with an additional \$1.00 per set for international faxes. She also recommended charging .10¢ per sheet for scanning or e-mailing documents to patrons or on behalf of patrons. Bach-Filla indicated that it is not unreasonable to recover charges for staff time but Manthei recommended that more concrete research be completed before making any changes so that additional increases would not have to be made again if it is realized the changes were set too low. **MOTION** by Marini/Varnum to approve the implementation of a fee of .10¢ per page for scanning and email services. **Motion carried** 5 ayes, 1 nay, Manthei. **MOTION** by Caulum/Marini to refer action on changes to the faxing fees to a later date. **Motion carried** unanimously.

LEAVE A LEGACY:

McArdle Rojo requested approval to serve wine at the 2nd annual Leave a Legacy event now scheduled for Sunday, September 23, 2012 similar to the practice at La Crosse Public's Give-A-Gift event. The City of Onalaska does offer an event license that the County Library can apply for in order to serve at the event. Manthei expressed concern that it was not appropriate and she was not in favor of supporting it, but asked Krieg-Sigman for her input. Krieg-Sigman supported the County's request, indicating that the availability only adds to the atmosphere of the event and does not take away from it. Bach-Filla believes making it available is merely an opportunity to make people feel a bit more convenient about giving and coffee and punch would also be available for those that are not interested in it. **MOTION** by Bach-Filla/Seager to approve applying for the City's event license to serve wine at the September event. **Motion carried** unanimously.

AWARDS RECEPTION:

McArdle Rojo requested direction from the Board on the format of this year's annual awards reception. Following the 2011 reception there was Board discussion on reducing the cost of the event by serving donated deserts and coffee rather than catering the event. Costs for plaques was also under discussion. Krieg-Sigman offered a suggestion that instead of an engraved plaque, that a book be added to the collection in honor of the recipient. **MOTION** by Caulum/Marini to eliminate the catered reception in favor of donated cookies, bars, fruits and vegetables and to acknowledge award recipients with a book added into the collection in their honor. **Motion carried** unanimously.

FACILITY & COMMUNITY NEWS:

A summary report was sent to the board in their packets. Krieg-Sigman shared that throughout May, La Crosse Public Library would be offering a Food for Fines amnesty.

FUTURE AGENDA ITEMS:

Faxing statistics and fee study
2013 Budget

ADJOURNMENT:

There being no further business, President Caulum declared the meeting adjourned at 6:20 pm.

DISCLAIMER: The above minutes may be approved, amended, or corrected at the next committee meeting.

Minutes by Chris McArdle Rojo