

## LA CROSSE COUNTY LIBRARY BOARD

March 7, 2012  
Onalaska Public Library  
741 Oak Ave S  
Onalaska WI 54650  
4:52 pm

**MEMBERS PRESENT:** Loren Caulum, Fred Marini, Barbara Manthei, George Varnum

**MEMBERS EXCUSED:** Arlene Benrud, Glenn Seager

**MEMBERS ABSENT:** Mary Bach-Fila

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

### **ROLL CALL/CALL TO ORDER:**

President Loren Caulum called the meeting to order at 4:52 pm.

### **APPROVAL OF THE MEETING AGENDA:**

**MOTION** by Manthei/Marini to approve the agenda as written. **Motion carried unanimously.** Benrud and Seager excused, Bach-Filla absent.

### **PUBLIC COMMENT:**

La Crosse Public Library Director, Kelly Krieg-Sigman indicated as a point of information that the La Crosse Public Library Board has approved 52 hours a week of security presence at the Main Library to assist with growing issues of security and public safety. Due to the significant rise in issues, they may be forced to eventually reduce library related staffing to cover security needs.

### **APPROVAL OF THE MINUTES:**

**MOTION** by Marini/Varnum to approve the February 1, 2012, minutes as written. **Motion carried unanimously.** Benrud and Seager excused, Bach-Filla absent.

### **APPROVAL OF MARCH 2012 EXPENDITURES:**

**MOTION** by Manthei/Varnum to approve March 2012 expenses. **Motion carried unanimously.** Benrud and Seager excused, Bach-Filla absent.

### **ANNUAL REPORT:**

McArdle presented the 2011 annual report for review and submission. Despite significant issues with the August 2011 automation migration, the La Crosse County Library had a 3% increase in circulation over 2010. The record 493,674 items checked out continues the County's upward increase in use. Check-out to residents of neighboring Counties without a library has decreased which will have a direct impact on 2013 revenue received under Act 420. McArdle noted that there is a sense that wireless use at all locations has increased, but there is no way to account for the use. She will bring the issue of quantifying these increases as an issue at an upcoming WRLS Network Advisory Committee meeting. The Library Board reviewed the statement of assurance of compliance with System Membership requirements and the County remains in full compliance. The Library Board also discussed the Statement concerning public library system effectiveness and noted that the Winding Rivers Region did provide effective leadership and adequately met the needs of the County in 2011.

**MOTION** by Manthei/Marini to authorize Library Board President Loren Caulum to sign the 2011 annual report and to officially submit the report. **Motion carried unanimously.** Benrud and Seager excused, Bach-Filla absent.

### **ONALASKA AV EQUIPMENT:**

The Friends of the Onalaska Library helped to purchase the AV equipment that is now available in both Meeting Room A and Meeting Room B at the Onalaska Library. The ownership of the equipment was initially turned over to the City of Onalaska, but it has become clear that it makes more sense for the County Library Staff and County Information Technology Staff to care for and maintain the equipment. A bill of sale, similar to the format used in 2006 to turn over public computer equipment to the County, was drafted to transfer the ownership of the AV equipment. Upon approval of the Library Board, the agreement would be forwarded to the County's Corporation Council for review, signed by County officials and forwarded to the City for final agreement.

**MOTION** by Marini/Manthei to accept ownership of the Meeting Room AV equipment as identified in the Bill of Sale. **Motion carried unanimously.** Benrud and Seager excused, Bach-Filla absent.

**BOOK SALE UPDATE:**

McArdle indicated that the Friends of the Onalaska Library held their first mini-book sale to try to assist with reducing the amount of storage space needed for discarded and donated materials. The Friends deemed the sale a success with a profit of \$220.20. The Board extends an invitation to the Friends of Bangor, Campbell and Holmen to utilize stored materials for their sale use as well.

**COLLECTION SERVICES:**

McArdle reported that services with our collection agency, Unique Management, continue to be halted due to programming issues with the Iluminar software. Auto-graphics and Unique continue to work on the issues and it is hoped that services can be resumed yet this spring. Krieg-Sigman indicated that La Crosse Public Library has decided to revise their collection services to accounts exceeding \$100 rather than the previous level of \$25. McArdle recommends that the County remain at the \$25 level as the average account balance is much lower than what La Crosse Main would be dealing with, but she is concerned about handling accounts that may end up 6 to 8 months old before collection services even are initiated now. Krieg-Sigman shared that La Crosse Public will likely abandon attempts to collect on any accounts not previously acted on dating between the migration on August 29, 2011 to year-end.

**MOTION** by Manthei/Caulum to send a courtesy notice to all accounts exceeding \$25.00 from August 29<sup>th</sup> to current and to utilize formal collection services for only those accounts falling delinquent after January 1, 2012. **Motion carried unanimously.** Benrud and Seager excused, Bach-Filla absent.

**FACILITY & COMMUNITY NEWS:**

A summary report was sent to the board in their packets. Varnum reiterated the concern of the location of new adult print materials at the Onalaska location. It is too far from the entrance for promotion and for easy access. McArdle indicated that Staff have discussed moving the displays to the front of the print collection, but it will be a massive project and the automation issues of 2011 delayed the project. She is hoping to coordinate the move before summer programming begins.

**FUTURE AGENDA ITEMS:**

Report on Material Loss and Recovery  
WRLS Report

**ADJOURNMENT:**

There being no further business, President Caulum declared the meeting adjourned at 6:12 pm.

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

Minutes by Chris McArdle Rojo