

# LA CROSSE COUNTY LIBRARY BOARD

June 6, 2012

Hazel Brown Leicht Memorial Library

201 Neshonoc Rd

West Salem, WI 54669

4:46 pm

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

**MEMBERS EXCUSED:** None

**MEMBERS ABSENT:** None

**STAFF AND GUESTS:** Kristen Anderson, Winding Rivers Library System Director, Christine McArdle Rojo, La Crosse County Library Director

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

President Loren Caulum called the meeting to order at 4:46 pm. He introduced La Crosse County Supervisor Dan Ferries as the new representative of the County Board to the Library Board. Dan indicated that he is happy and honored to be part of this hard working Board and has a special place for Libraries. He is currently also an Onalaska City Alderman and has served as Chairman of the City of Onalaska Library Commission for the last three years.

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

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

## **PUBLIC COMMENT:**

None.

## **APPROVAL OF THE MINUTES:**

**MOTION** by Seager/Marini to approve the May 2, 2012 minutes as corrected. Corrections were made to Scanning/emailing fee and to Leave a Legacy votes. **Motion carried** 6 ayes, 1 abstention, Ferries.

## **APPROVAL OF JUNE 2012 EXPENDITURES:**

McArdle Rojo fielded questions regarding the status of the Debt Collection work with Auto-Graphics and our collection agency Unique. Unfortunately no further progress has been made to date. When information is available, McArdle Rojo will provide a future report on the outstanding, unprocessed collection action that has been at a stand-still since August 29, 2012. **MOTION** by Manthei/Bach-Filla to approve June 2012 expenses. **Motion carried** unanimously.

## **2013 WRLSWeb Fees:**

McArdle Rojo shared the new WRLSWeb Fee structure recommendation from the WRLSWeb fee committee that will be presented to the Region's Network Advisory Committee and WRLS Board for adoption. La Crosse Public Library has now identified for the first time their estimated costs for operating WRLSWeb on behalf of the Region so the WRLSWeb Fee Committee has recommended a three year step plan to bring Regional fees up to the identified amount. Manthei acknowledged the good work of the committee and indicated that all that the La Crosse County Library Board has ever requested is transparency in funding and fee mechanisms. Anderson responded that it is her goal to continue that work for the Region. Marini questioned the plans for fee changes to School members and Anderson indicated that they would remain the same for the time being. Marini also inquired about LSTA grant opportunities for the Region and Anderson explained that Regional grant applications will be refocused moving forward and that she will be seeking input from member libraries on the desired direction of that work.

## **2013 Budget:**

McArdle Rojo reported that the first deadlines for the 2013 budget process have occurred and the annual budget workshop is planned for June 21<sup>st</sup>. She will have more information following the workshop. She is currently gathering known costs for 2013 and usually wage and benefit estimates, the largest portion of the Library's budget, are provided on the workshop day.

**LA CROSSE COMMUNITY FOUNDATION GRANT REQUEST:**

As part of a LSTA grant application in 2010-11, the Onalaska and West Salem locations received a hearing loop mechanism for our check-out desks to enable those with hearing aids to have discussions amplified for better clarity. Since that time it has become apparent that we would also benefit from a full system in our Onalaska meeting rooms to tie in with the existing sound system. Estimates for the system, installation and subsequent need to lift the meeting room carpet and have it reinstalled following the installation are close to \$10,000. McArdle Rojo suggested seeking grant funding through the La Crosse Community Foundation. She has contacted the Foundation and the project has been deemed appropriate for their guidelines so an application packet has been forwarded to the Library. **MOTION** by Manthei/Marini to authorize McArdle Rojo to complete the application packet and have Library Board President Caulum sign the application for submission prior to the July 16<sup>th</sup> deadline. **Motion carried** unanimously.

**WRLS Report:**

Caulum summarized the May WRLS Board meeting indicating that the previous concern of auditors to have multiple staff members handle money was misinterpreted. WRLS already has processes in place to assure full accountability with multiple Staff members reviewing monetary transactions. He also reported that Arcadia has fallen out of Regional System compliance, but is working towards resolving the Director's certification requirements. Manthei suggested that the Region may find some cost effectiveness in leveraging certifications held by other library staff in the Region more cooperatively among other libraries. Caulum also reported that a *Go To Meeting* presentation was made and is being utilized now in the Region to allow remote access to Regional meetings and workshops. Marini suggested that CESA 4 should be contacted for additional information and potential collaboration on this emerging remote access technology. Anderson also reported that the WRLS Personnel Committee will be meeting later this month in Sparta to determine a process to evaluate her as Director. The next WRLS Board meeting will be in July at the Ontario Public Library.

**FACILITY & COMMUNITY NEWS:**

A summary report was sent to the board in their packets.

**FUTURE AGENDA ITEMS:**

2013 Budget  
Outstanding Debt Collect Accounts  
Annual Award Reception nominations

**ADJOURNMENT:**

There being no further business, President Caulum declared the meeting adjourned at 6:13 pm.

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

Minutes by Chris McArdle Rojo