

LA CROSSE COUNTY LIBRARY BOARD

November 7, 2012
Onalaska Public Library
741 Oak Avenue South
Onalaska, WI 54650
4:45 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: Christine McArdle Rojo, La Crosse County Library Director

ROLL CALL/CALL TO ORDER:

President Loren Caulum called the meeting to order at 4:47 pm.

APPROVAL OF THE MEETING AGENDA:

MOTION by Seager/Ferries to approve the agenda as written. **Motion carried unanimously.**

PUBLIC COMMENT: None.

APPROVAL OF THE MINUTES:

MOTION by Ferries/Marini to approve the October 3, 2012 minutes as written. **Motion carried unanimously.**

APPROVAL OF NOVEMBER 2012 EXPENDITURES:

McArdle-Rojo presented the transaction report for invoices to be paid in November. A clarification was requested on ownership of computer related equipment and security of materials. McArdle Rojo reported that the County owns and maintains all computer related equipment in each building with the exception of the Voice Over IP Mitel phone system in Onalaska which is owned by the City. However, the County does keep the system updates current as it operates by agreement on the County's network. **MOTION** by Ferries/Marini to approve the November 2012 expenses. **Motion carried unanimously.**

ACCOUNT ADJUSTMENTS:

McArdle Rojo requested that the Revenue Account 53025 Designated Contributions and matching Expense Account 84050 Grants/Contributions be increased by \$1,856.13 to honor recent contributions. Contributions include the remaining donations from the Leave a Legacy event, a final contribution from the Friends of the Onalaska Library for purchases for the Supporting Military Kids corner, the final Festival Food Receipt redemption and the Karl Bramschreiber Memorial for Bangor. **MOTION** by Manthei/Varnum to approve the account adjustments as presented. **Motion carried unanimously.**

LEAVE A LEGACY FINAL REPORT:

McArdle Rojo reviewed the summary report for the 2012 event. Our benefactor, Margaret Ewert provided a \$450 donation to help offset entertainment expenses. The event added 263 titles to our collection and all expenses were covered with a carryover left for the 2013 event of \$122.59.

COLLECTION AGENCY UPDATE:

McArdle Rojo reported that testing between the library software automation company, Auto-Graphics and our Collection Agency, Unique has still been unsuccessful. The impact of no collection services since September 2011 is staggering to revenue. A basic report of La Crosse County adult patrons with balances over \$25 since August 30, 2011 exceeds \$22,000. McArdle Rojo suggested that since winter months allow a little more Staff time to be directed at projects, that a manual mailing be completed to attempt to at least get some of the outstanding materials returned. It was suggested that email notices be attempted first. McArdle Rojo will investigate the possibility and hopes to have more news about testing between the companies by next month.

2013 BUDGET:

McArdle-Rojo indicated that 2013 County Budget for all Departments would be considered on November 12th with a budget adaptation on November 13th.

WLA LA CROSSE CONFERENCE:

McArdle-Rojo thanked the Board for allowing her to serve as the Registration Chair for the 2012 Wisconsin Library Association held at the La Crosse Center October 23rd through the 26th. She spent most of the Conference in the Registration area managing the 750 conference attendees. Manthei was able to attend a number of sessions and author luncheons and passed along her observations of the sessions and venue.

Facility & Community Updates:

A summary report was distributed in the Board packets and Marini expanded on Mindoro's monthly programming, indicating that record crowds are attending the unique events.

FUTURE AGENDA ITEMS:

Collection Agency Progress
Director's Evaluation
Cameras for Security
2013 Calendar

ADJOURNMENT:

There being no further business, President Caulum declared the meeting adjourned at 5:45 pm.

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

Minutes by Chris McArdle Rojo