

# LA CROSSE COUNTY LIBRARY BOARD MEETING MINUTES

October 6, 2010  
Onalaska Public Library  
Meeting Room B  
741 Oak Ave S  
Onalaska WI 54650

4:46 pm

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

**MEMBERS NOT PRESENT:**

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

**CALL TO ORDER:**

President Loren Caulum called the meeting to order at 4:467 pm.

**ROLL CALL:**

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

**APPROVAL OF THE MEETING AGENDA:**

Motion by Arlene Benrud/Glenn Seager to approve the agenda as written. **MOTION** carried unanimously.

**PUBLIC INPUT:**

No one from the public was present.

**APPROVAL OF THE MINUTES:**

Motion by Fred Marini/Mary Bach Filla to approve the September 1, 2010, minutes as corrected. **MOTION** carried unanimously.

**APPROVAL OF OCTOBER 2010 EXPENDITURES:**

Motion by Arlene Benrud/Glenn Seager to approve the invoices being paid in October, 2010. **MOTION** carried unanimously.

**ACCOUNT ADJUSTMENT:**

The Public Access Catalog server crashed in September and had to be replaced. The cost of a new server had been budgeted for 2011; Chris requested that the money for the server be transferred out of the Library's Fund Balance to cover the emergency expense. The money then budgeted for 2011 would not be spent and would fall back into the fund balance at the end of 2011.

Motion by Fred Marini/Barbara Manthei to approve the request to use money from the Library's Fund Balance to replace the server. **MOTION** passed unanimously.

**WLA CONFERENCE:**

Chris reminded the board members that there was money in the Library Board's Trust Fund that could be used to pay for them to attend the WLA conference in November. Those who were interested should contact Chris for registration information.

**NOVEMBER MEETING DATE:**

Due to conflicts with the original meeting date of November 3, the November meeting has been rescheduled for November 10, 2010. The meeting will be held in West Salem at 4:45.

**PUPPET COLLECTION:**

Following a discussion at the October meeting about the hygiene of cloth puppets, Youth Services Staff members provided a report to the Board that included information about soft fabric holding germs a shorter time than hard surfaces. Although all puppets are washed by staff at least once a year on a rotating basis any puppet that becomes soiled is washed before being put back on the puppet rack. It was suggested that the tag on each puppet include information encouraging parents to wash puppets before giving them to their children if they have any concerns.

**2011 BUDGET:**

Because work on the Mindoro Library project had been put on hold by the Town of Farmington, the line item to budget for a Mindoro reserve has been zeroed out. All but \$9,088 from the previously budgeted money was used to cover increases in salaries and benefits for 2011.

Motion made by Mary Bach Filla/Barbara Manthei to direct Chris to send a letter to the County Board requesting that the \$9,088 be put back into the budget to be used to increase other line items such as materials and supplies. **MOTION** passed unanimously.

**EVALUATION SUBCOMMITTEE:**

Loren created a subcommittee of himself and Fred Marini to create an evaluation form to use when evaluating the Library Director. Fred has been doing research on the Internet for forms and questions used by other libraries. They would like to have a new form ready by December 1 to use in Chris's upcoming evaluation in January.

**WRLS UPDATE:**

David Polodna has announced that he will retire in April 2011. The La Crosse County Library Board had a number of comments about the process of hiring a new WRLS Director and the direction WRLS might take.

1. The possibility of joining two regions, eliminating one director.
2. Bring in a new director from the outside.
3. WRLS member library directors participate in hiring process.
4. Other regional directors participate in hiring process.

**FACILITY, COMMUNITY, & PROGRAMMING UPDATES:**

Chris sent meeting packets containing those updates to each board member.

Chris said the Annual Awards ceremony on October 3 was very successful with good attendance. Suggestions from the board for improving the ceremony included: Put the pre-ceremony food outside the door to the ceremony, keeping food out of the main room; maneuver the award winners so the audience can see their faces as they receive their awards; open the library proper and invite attendees to tour the facility.

The annual used-book sale will be October 7-9 in West Salem. Bangor will be organizing the volunteers.

The Bangor Friends are selling a Herberger's coupon booklet to the public for \$5.00. The booklet contains a coupon for \$10 as well as other coupons. The entire \$5 from the booklet sale goes to the Friends. The booklets are available at all five La Crosse County Libraries.

**FUTURE AGENDA ITEMS:**

Director's Evaluation  
2011 Budget

**ADJOURNMENT:**

Meeting was adjourned at 5:47 pm.

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