LA CROSSE COUNTY LIBRARY BOARD

March 6, 2013
Onalaska Public Library
741 Oak Avenue South
Onalaska, WI 54650
4:45 pm

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

MEMBERS EXCUSED: Mary Bach-Filla, Glenn Seager

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 4:45 pm.

APPROVAL OF THE MEETING AGENDA:
MOTION by Manthei/Ferries to approve the agenda as written. Motion carried unanimously, Bach-Filla and Seager excused.

PUBLIC COMMENT: Vice-President Manthei complimented the recent column in the Coulee News regarding 2012 County Library statistics. The information was well presented. Kelly Krieg-Sigman announced that she has made a job offer to fill the Head of Technical Services vacancy at La Crosse Public Library and the candidate has accepted. She hopes to introduce him around in April when he assumes the position.

APPROVAL OF THE MINUTES:
MOTION by Ferries/Manthei to approve the February 6, 2013 minutes as written. Motion carried unanimously, Filla and Seager excused.

APPROVAL OF MARCH 2013 EXPENDITURES:
McArdle Rojo presented the transaction report for the March 2013 invoices to date. Clarifications were requested regarding the Act 420 payments from surrounding Counties. McArdle Rojo indicated that the charges are based upon a State formula used with the previous year’s statistics provided to the State for circulation to residents in neighboring Counties without a library. McArdle Rojo was also asked to explain the Non-Sufficient Fund policy regarding checks. The Library is fortunate to have just a few incidents a year. Upon notification of a NSF, the County Treasurer reverses the revenue collected and notifies the Library. The Library in turns re-adds the charges to the patron’s account and notifies them by postal letter of the NSF providing 10 days to rectify the account. If payment is not received or contact not made by the patron within 10 days, a $25 NSF fee is added to the account. MOTION by Manthei/Ferries to approve the March 2013 expenses. Motion carried unanimously, Bach-Filla and Seager excused.

CODE OF CONDUCT POLICY REVIEW:
McArdle Rojo presented proposed changes to the Library’s Code of Conduct policy. Review of La Crosse Public Library’s policy indicated a more direct approach to dealing with infractions. Proposed policy revisions would adopt a similar behavior violation statement to allow staff the ability to address repeated disorderly conduct more quickly. MOTION by Mathei/Marini to approve the amended policy as edited. Motion carried unanimously, Bach-Filla and Seager excused.

CHILDREN’S PROGRAMMING:
McArdle Rojo presented a summary report of the performers that are being lined up for the 2013 Summer Reading Program. Based on input from County Corporation Counsel, David Lange, as well as the practices in place at other Winding River Libraries, it is not necessary for formal contracts to be created and approved each year by the Library Board, County Administrator and County Board Chair. Instead, performance agreements will be negotiated between the performer and the Youth Services Coordinator. The Youth Services Coordinator will provide a summary report of program performers for the Library Board each year prior to publicity release to the public. The Library Board wished to thank David Lange for his assistance in simplifying the annual process.
BOOKS FROM BUSINESSES:
McArdle Rojo shared a new idea to implement a donation and recognition program for area businesses. Similar to the Leave a Legacy program providing an opportunity for individual donors to add to collection, this book drive would provide an opportunity for area businesses to be recognized for their contributions to the library collections throughout the County Libraries. McArdle Rojo reported coming across a bookplate from La Crosse Public Library’s 2005 Give-a-Gift project donated by State Bank of La Crosse to “further the knowledge and literacy in the community”. Based on this idea, a letter would be sent to area businesses inviting them to make a monetary contribution to add items to our collection and be recognized for their support of literacy and libraries. Board members requested that the letter be of a positive nature offering the opportunity and that work be completed in April to celebrate National Library Week. McArdle Rojo was asked to redraft a letter and bring it to the Library Board for review at the April meeting. Board members also requested that the business list be limited to those businesses patronized by library users in each community and that a means to promote these businesses be included in the project.

FACILITY & COMMUNITY UPDATES:
A summary report was distributed in board packets. Marini added that the Mindoro Friends will be taking a summer break but plan to resume programming in full force this fall. They want to continue to maintain a positive attitude about future plans for a Mindoro Community Library and continue work on obtaining a non-profit status for the Friends. Town Chairman, Mike Hesse remains encouraging of their work.

FUTURE AGENDA ITEMS:
Gift Policy
Books from Businesses

ADJOURNMENT:
There being no further business, President Caulum declared the meeting adjourned at 5:44 pm.

Approved April 3, 2013, Chris McArdle Rojo, Recorder