LA CROSSE COUNTY LIBRARY BOARD

July 3, 2013
Onalaska Public Library
741 Oak Ave S
Onalaska, WI 54650
4:45 pm

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

MEMBERS EXCUSED: None

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:
Following a demonstration of the Meeting Room’s newly installed Hearing Loop System, President Loren Caulum called the meeting to order at 5:02 pm.

APPROVAL OF THE MEETING AGENDA:
MOTION by Manthei/Marini to approve the agenda as written. Motion carried unanimously.

PUBLIC COMMENT:
President Caulum shared that his absence in June was due to a 40th Wedding Anniversary trip to Arizona and Glenn Seager added he had just celebrated his 56th Anniversary!

APPROVAL OF THE MINUTES:
MOTION by Manthei/Ferries to approve the June 5, 2013 minutes as written. Motion carried unanimously.

APPROVAL OF JULY 2013 EXPENDITURES:
McArdle Rojo presented the transaction report for the July 2013 invoices to date. MOTION by Ferries/Seager to approve the July 2013 expenses. Motion carried unanimously.

ACCOUNT ADJUSTMENTS:
McArdle Rojo distributed a request to adjust Revenue Account 53025 Designated Contributions and Expense Account 84050 Grant-Contributions with an increase of $707 due to recent contributions received in memory of Gordon Gullikson and a donation made by Ashley Furniture. MOTION by Manthei/Bach-Filla to approve the account adjustments as presented. Motion carried unanimously.

LIBRARY SERVICES AGREEMENT – CITY OF ONALASKA:
McArdle Rojo reported that the City of Onalaska has requested some minor changes to the existing Library Services Agreement last updated in January 2013. Due to the addition of the Hearing Loop System in the Onalaska Library meeting rooms, the City has requested clarification that maintenance and repairs fall under Article III, Section 6. McArdle Rojo explained that since the County owns the AV system that the Loop is connected to, it is a natural addition to the County’s maintenance responsibilities. The City also requested additional language in Article V to clarify the communication process and collaboration between the County Library Director and the City’s Buildings Manager. Ferries commended the Library Staff for working with the City and indicated the existing agreement has been working fine and these changes are minor. MOTION by Seager/Ferries to approve the revised Library Services Agreement with the City of Onalaska and to authorize President Caulum to sign the agreement once it has been reviewed and approved by the County’s Corporation Council and the City of Onalaska. Motion carried unanimously.

CAMPBELL SERVICE HOURS:
McArdle Rojo presented a recommendation to increase Campbell’s service hours and adjust existing hours as budgeted and planned for the new location. Service hours would increase from 24 hours a week to 31 hours a week. Service hour changes would be:
Monday and Tuesday 1:00pm to 8:00pm (change from current Mon 1-5 and Tue 2-6)
Wednesday 1:00pm to 5:00pm (no change)
Thursday 3:00pm to 8:00pm (no change)
Friday 9:00am to 1:00pm (change from current 9am to Noon)
Saturday 9:00am to 1:00pm (change from current 10am to 2pm)
**MOTION** by Manthei/Bach-Filla to approve the new service hours and evaluate the changes as needed over the next year.  **Motion carried unanimously.**

**L3 BREMER RURAL LIBRARIANS AND LITERACY LEADERSHIP INSTITUTE:**
McArdle Rojo indicated that La Crosse County Library has been invited and is eligible to apply for a grant from the Otto Bremer Bank Foundation.  The grant would require the Library Director along with 2 other Team members, preferably a Library Board Member along with a Friends Member, Volunteer or Community Member, to attend a Leadership Institute in Eau Claire and to pursue a project over the course of a year.  All associated expenses would be covered by the Foundation.  Library Board consensus was to complete an application and follow-through with the process.  McArdle Rojo will have clarified if substitute Team members are allowable if an original Team member is unable to attend all the required training dates.

**LIBRARY CARD POLICY:**
La Crosse County Library locations currently require a patron to present a valid library card for check-out or computer use.  A growing number of libraries in the Winding Rivers Region have moved away from this policy and Krieg-Sigman confirmed that La Crosse Public Library has not had the requirement for a number of years.  They do allow check-out without a card as many patrons do not need the physical card to check-out at the self-check machines and can type in barcode numbers for computer timing software.  La Crosse Public Staff merely confirm patron identity with name, telephone number and address.  McArdle Rojo believes it is time for La Crosse County Library locations to move away from a strict library card policy and Staff report a growing number of frustrations among patrons who have memorized their card numbers or even wish to present scans on smart phones or other devices.  Board members agree that a new policy should be set forth and to also include information on policy abuses.

**LEAVE A LEGACY:**
McArdle Rojo reported that plans continue to move ahead for the September 29th event.  As discussed previously, an art reception will also be included with this year’s fundraiser.  A draft contract and call for artists information was provided to Board members.  Consensus was reached that a subtitle to Leave a Legacy is not necessary as long as publicity includes information that clarifies the fundraiser’s purpose to purchase library materials for each selected location.  Manthei recommended some additional clean-up to the contract language and Varnum recommended that artists be able to provide print copies rather than originals to offer more options to artists and make some pricing more affordable for sales.

**WRLS REPORT:**
Caulum reported that La Crosse County has filled their vacancies on the WRLS Board with Kim Cable and Sam Scinta.  Regional access to the Ancestry.com database will continue due to full 2013 LSTA funding but 2014 access will need to be covered by libraries wishing to continue to offer the access on their own.

**FACILITY & COMMUNITY UPDATES:**
A summary report was distributed in board packets.

**FUTURE AGENDA ITEMS:**
Library Software System  
Library Card Policy  
Leave a Legacy  
WRLS Report

**ADJOURNMENT:**
There being no further business, President Caulum declared the meeting adjourned at 6:41 pm.

Approved August 7, 2013, Chris McArdle Rojo, Recorder