LA CROSSE COUNTY LIBRARY BOARD

August 6, 2014
Hazel Brown Leicht Memorial Library
Operated by La Crosse County Library
201 Neshonoc Rd
West Salem, WI 54669
4:45 pm

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

MEMBERS EXCUSED: Mary Bach-Filla

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 4:45 pm.

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

PUBLIC COMMENT: George Varnum shared courageous news regarding his health so that Board Members would be aware if he is unable to make upcoming meeting times.

APPROVAL OF THE MINUTES:
MOTION by Ferries/Manthei to approve the July 2, 2014 minutes with a correction to list Marini instead of Manthei on the 2nd for the motion to approve the June minutes. Motion carried unanimously.

APPROVAL OF AUGUST 2014 EXPENDITURES:
McArdle Rojo presented the transaction report for the August 2014 invoices that have been paid and prepared for payment. Clarification was requested for the Aercor Wireless invoice and McArdle Rojo explained that as budgeted for 2014, a new wireless router for each location was purchased that will now enable use statistics to be collected to meet State reporting requirements. Board members also wanted more information on the extent of the continued worker's compensation payments for the West Salem claim because it has such an impact on our budget. McArdle Rojo reported that she had contacted Personnel with the same questions and does not yet have an answer. An inquiry was also made about the difference between the printing charges and the click charges assessed each month by Printing. McArdle Rojo explained that the Printing descriptors are the quantity jobs that the Department submits for PR materials, paper supplies and large copy jobs done by IT Printing on the main County campus. The click charges are the direct billing charge backs for the printing and copying done from the multi-function devices at each library by both the public and the Staff. The costs for printing and copying by the public is recovered through the copy and print charges assessed for the services. MOTION by Manthei/Marini to approve the August 2014 expenses. Motion carried unanimously.

MIGRATION UPDATE:
McArdle Rojo reported that the recent infrastructure changes made to the network to provide a direct route from County Library servers to La Crosse Public Library has made a significant difference in software response time. Issues still remain with the timing software but County IT has identified the changes that need to be made to hopefully rectify those issues. She also reported that collection services with Unique Management has now resumed after being suspended since the initial Auto-Graphics migration in September 2011. It is hopeful that resuming services will return our fee and fine revenue back to previous levels. McArdle Rojo also shared year to date circulation activity reports that include the self-check machine in Onalaska that is now operational.
ONALASKA STORAGE:
McArdle Rojo brought the Board up to date with recent decisions with the City of Onalaska. The County Library had previously approved paying the cost to put a storage shed similar to the one in Bangor on site at the Onalaska Library to allow the Library to vacate the off-site storage provided by the City at the old City garage in a second story loft area. The building is slated to eventually be demolished and the storage area is dirty and difficult for staff to maneuver items up and down the stairs. The City Planner has limited where the shed could be placed and is requiring site plans to be submitted for approval on the City property. To help ease the storage situation, the City’s Facility Manager has now offered to vacate a maintenance closet on the loading dock on site at the Library. Library Staff believe that this will rectify Library storage needs but the Friends of the Library will still need to rely on space provided by the City in the basement of City Hall for their book sale items. McArdle Rojo asked for the Board’s opinion in continuing to pursue this shed now that our situation has been rectified. Consensus of Board members was that the Friends provide integral support for our Onalaska location and provide the bulk of our Adult programming for the benefit of the entire operation so the original approval for a shed remains but McArdle Rojo was directed not to incur any charges above and beyond the up to $4,000 previously made available for the project and the Board hopes the City of Onalaska would provide more support in required site planning since it is their property.

2015 BUDGET WORK:
McArdle Rojo indicted that she will be meeting with the Budget Committee this month to review the 2015 request. Indirect Costs remain a contentious topic with Library Board members but she is aware that County Administration would like to move towards more direct billing of fees and services. She reminded the Board about the impact of the new Act 157 which looks to cost the County Library $11,224 in 2015 for the use of La Crosse out-County residents to neighboring municipal libraries. Questions arose about the media coverage of the budget shortfalls for La Crosse Public Library for 2015. McArdle Rojo indicated that County Administrator, Steve O'Malley and Board Chair, Tara Jonson were already gathering information from the County Library to respond to the situation.

FUTURE MEETING TIMES:
McArdle Rojo shared that the Village of Holmen has asked for her attendance at their monthly Park and Rec/Library Committee meetings as discussion and planning for a new facility resumes. Traditionally, the Holmen Branch Manager has attended these meetings because they meet in parallel to the County Library Board. McArdle Rojo requested that monthly Library Board meetings be moved up to a 4:00pm start to enable her to regularly attend the Village of Holmen meeting that would begin at 5:30pm. MOTION by Marini/Seager to move future meetings to the first Wednesday of the month at 4:00pm. Motion carried unanimously.

WINDING RIVERS SYSTEM BOARD REPORT:
President Caulum shared an update from the recent WRLS Board meeting hosted in July by Hillsboro. WRLS presented a 2014-2016 Technology Plan for approval, reviewed 2015 Network fees for WRLSWeb and reviewed contracts with La Crosse Public Library for the system resource library and auxiliary contract for services. McArdle Rojo reported that 2015 WRLSWeb fees for the County would increase about $10,000 with the new automation system changes. McArdle Rojo left the meeting at 5:36 to attend the Holmen Village Meeting. Meeting minutes were assumed by Fred Marini.

FACILITY AND COMMUNITY UPDATES:
Manthei reported that the Village of West Salem covers many costs for the physical library building including utilities, snow removal and ongoing maintenance as do the other communities where county library service is provided and these costs are not clearly reflected in the library’s budget. WRLS System Director, Kristen Anderson was asked her opinion on the current situation and since she has not been included in discussion or planning she was unable to answer any questions. She was actually hoping to gather more information and get up to speed on things at this meeting. Consensus was that media reports are what everyone is basing their information on and coverage has not included the impact of proposed changes to county library services. Board members discussed possible ways La Crosse Public Library might cut costs but most options have already been considered by the task force.
FUTURE AGENDA ITEMS:
President Caulum asked Board members to contact Chris or himself with any future agenda items.

ADJOURNMENT:
There being no further business, President Caulum declared the meeting adjourned at 5:46 pm.

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

Approved September 3, 2014, Chris McArdle Rojo, Recorder and Fred Marini, Secretary