ROLL CALL/CALL TO ORDER:
President Barbara Manthei called the meeting to order at 3:30 pm.

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

PUBLIC COMMENT:
President Manthei shared a thank you note from the family of Arlene Benrud for the items that had been added into the collection in her honor for her long-time service to La Crosse County, particularly the Library Board.

APPROVAL OF PREVIOUS MEETING MINUTES:
MOTION by Marini/Johnston to approve the October 6, 2015 minutes as written. Motion carried unanimously.

APPROVAL OF NOVEMBER 2015 EXPENDITURES:
McArdle Rojo presented the report for items paid or prepared for payment to date. Board members asked for clarification on the fluctuation in weekly revenue deposits. McArdle Rojo explained that larger locations deposit revenue from fines, lost items and public printing more frequently. Revenue from smaller locations may be deposited only once a month or even less frequently depending on the amounts they have taken in. Board members also inquired about the Jean’s Day line items. McArdle Rojo shared that years ago the County participated in the community jean’s day collections sponsored by the La Crosse Tribune but now the collection is a voluntary payroll deduction for all County employees with the money divided equally between Departments that provide direct programming to the public. The Library has traditionally utilized the money to cover the costs of the annual public performance movie licenses. The balance of the dollars are used towards other programming and to enhance our AV circulating collection. MOTION by Johnston/Ferries to approve the November 2015 expenditures as presented. Motion carried unanimously.

POLICY REVIEW – BULLETIN BOARDS AND INFORMATION RACKS:
In a continued effort of the Library Board to review all policies and procedures, McArdle Rojo shared the current Bulletin Board and Information Racks policy originally adopted in 2013. She reports that a review has warranted no changes and library staff regularly monitor the boards for outdated items or those that may have been posted by someone and do not meet the policy criteria. Caulum inquired about the frequency of issues and suggested that a more formal process for posting items directly through Staff be considered. McArdle Rojo indicated that we have been fortunate not to encounter many confrontations. Items that do not meet the guidelines are removed by Staff. Further discussion led to consensus that the policy was sufficient to meet the current needs of the locations. Questions continued about tax form availability at the locations. McArdle Rojo reported that both the Federal IRS and State Department of Revenue continue to move away from printed forms but continue to offer the very basic booklets and forms and we continue to provide them. Patrons are directed online for more specific forms and schedules. MOTION by Bach-Filla/Johnston to continue approval of the public posting policy as written. Motion carried unanimously.
TRAVEL AUTHORIZATION – 2016 PUBLIC LIBRARY ASSOCIATION:
McArdle Rojo requested approval to attend the Public Library Association bi-annual conference to be held in Denver, Colorado in April 2016. She shared the preliminary line-up of programming and indicated that travel costs could be reduced by traveling with Kristen Anderson who will be driving the WRLS van to the conference. Anderson has also made arrangements to rent a home near the conference center to reduce housing and meal costs and has invited WRLS members to join her. Discussion included the possibility of sending Board members to the conference to take advantage of the Trustee Track of programming traditionally offered at the conference. Consideration was also given to sending additional Staff members. At this time Board members were in agreement to send McArdle Rojo and further discussion regarding sending additional people will be considered at the December meeting. **MOTION** by Ferries/Bach-Filla to approve sending McArdle Rojo to the 2016 PLA Conference with travel, housing and meal costs not to exceed $1,000. *Motion carried unanimously.*

WRLS LONG RANGE PLAN UPDATE:
McArdle Rojo apologized for leaving this item on the agenda. The plan was formally adopted by the WRLS Board on September 30th and no further action is required.

FACILITY & COMMUNITY UPDATES:
Johnston reported that the Village of Holmen has set their public hearing for the 2016 Village Budget for November 12th at 6:30pm. It is likely that opponents to the library building project will speak out but he hopes that supporters will express their desires for a new building. Holmen continues to be the fastest growing community in Western Wisconsin and every area of the Village is under development so that trend just continues. The Library lacks adequate space and he feels it’s time to tackle the issues. Manthei added that this becomes an issue of the quality of a community and Bach-Filla hopes that everyone will remember that libraries equate to equal educational access for everyone. McArdle Rojo shared that West Salem participated in the annual Trunk or Treat in Veteran’s Park where over 800 children came. She appreciates the work Branch Manager, Sherri Sinniger, continues to do to create a presence for the library in West Salem outside of the physical building. President Manthei also shared that Sherri would be hosting the West Salem Business Association After 5 event at the Library on November 19th at 5:00pm and invited the Board to attend. McArdle Rojo reported that Campbell Town Supervisor, Pat Post will likely not rerun for her seat in the spring. Post is the largest advocate for the library on the Board so it is hopeful her departure will not adversely affect the library. She also shared that it appears that Sally the Turtle will need to retire from her home in Onalaska. We have relied for many years on Nancy Mitzey to care for Sally and maintain her environment. Nancy is now retiring from that role and recruitment to secure a replacement have failed. Nancy has offered to find a more adequate and permanent home for Sally and the Board was in full agreement to allow her to do so and asked that their sincere appreciation for all Nancy’s dedication be passed along. Marini reported that the work to pursue a library in Mindoro has not ended. Town Chairman Mike Hesse still leads the cause for the project and when the time is right, more formal planning will resume. Board members directed that the written facility report from Branch Supervisors and Assistants be resumed so it is included in the Board packet each month. McArdle Rojo will assure it is resumed and included.

FUTURE AGENDA ITEMS:
Continued Policy Review
2015 Goal Review
2016 Goal Brainstorming

ADJOURNMENT:
There being no further business, President Manthei declared the meeting adjourned at 4:45 pm.

Approved December 2, 2015 as corrected, minutes by Chris McArdle Rojo, Recorder