LA CROSSE COUNTY LIBRARY BOARD

July 6, 2016
Hazel Brown Leicht Memorial Library
Operated by La Crosse County Library
201 Neshonoc Rd
West Salem, WI 54669
3:30 pm

MEMBERS PRESENT: Loren Caulum, Barbara Manthei, Fred Marini, Glenn Seager
MEMBERS EXCUSED: Mary Bach-Filla, Dan Ferries, Steve Johnston
MEMBERS ABSENT: None
STAFF: Christine McArdle Rojo, La Crosse County Library Director
VISITORS: None

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

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

PUBLIC COMMENT:
None

APPROVAL OF PREVIOUS MEETING MINUTES:
MOTION by Caulum/Seager to approve the June 8, 2016 minutes as written. Motion carried unanimously.

APPROVAL OF JULY 2016 EXPENDITURES:
McArdle Rojo shared the report for items paid or prepared for payment to date. Marini inquired why account 64301 Act 157 was (1.00). McArdle Rojo explained that she had budgeted based on the figures provided by WRLS’ Director Kristen Anderson in 2015 and there seems to be a rounding error in the spreadsheet. The same issue, along with a formula calculation exist in the 2017 projections as well. She will contact Anderson for corrected figures for the 2017 budget. MOTION by Caulum/Marini to approve the July 2016 expenditures as presented. Motion carried unanimously.

2016 LEAVE A LEGACY:
McArdle Rojo requested that a date be set for the 6th annual Leave a Legacy fundraiser. In an effort to make the event a regular time, she recommended once again hosting the event in Onalaska on the first Sunday following Labor Day. The 3:00-6:00pm slot has worked fine the last few years and she reminded the Board that many of the donations actually come before and after the event from the invitation mailing with the donor card. MOTION by Manthei/Caulum to set the fundraiser date and time as presented. Motion carried unanimously. McArdle Rojo indicated that Lost Island Wine has once again agreed to donate and serve the wine at the event based on their availability. MOTION by Caulum/Seager to approve submitting a picnic license to the City of Onalaska to serve wine at the event. Motion carried unanimously.

2017 CALENDAR:
McArdle Rojo presented the 2017 service calendar to confirm closed dates for Winding Rivers for the purpose of 2017 due dates. Board members inquired about holiday closings and McArdle Rojo verified that the County provides 9 paid holidays for those eligible for benefits. The Library has traditionally been closed on all County holidays even though it is at times awkward to close and then reopen on a Saturday as is the case with the Spring Holiday. McArdle Rojo did survey the Staff and there was no major lobbying for changes outside of consideration for opening MLK in January and closing President’s Day in February but such a change would take lead time with County Administration and Personnel to implement. Board members inquired about the Friday after Thanksgiving and McArdle Rojo indicated that the
Saturday is traditionally busy. Board members asked that options to open in the future the day after Thanksgiving be researched with County Personnel. **MOTION** by Caulum/Manthei to approve the 2017 calendar as presented with an option to revisit the Friday after Thanksgiving once more information is verified. **Motion carried unanimously.**

**2017 BUDGET UPDATE:**
McArdle Rojo asked the Library Board to review the current chart of fees and fines for changes for the 2017 budget. Default costs are used in the software when an actual list price has not been added into a catalog record. The Library’s practice is to enter these values at the time an item is added but older items may still exist that would rely on a default setting. Consensus discussion included increasing default costs for audiobook sets to $50 and Children’s books to $20. The replacement cost lists was also reviewed and consensus discussion moved all miscellaneous fees for parts and pieces to a flat $5.00 fee unless otherwise noted. The flat fee would include the Staff cost to pursue the issues and processing time to return an item to circulation as well as the cost of the replacement item. **MOTION** by Marini/Seager to approve the 2017 Fees and Fine list with the adjusted changes. **Motion carried unanimously.**

**FACILITY & COMMUNITY UPDATES:**
A report was included in the packet. Marini provided an update for Farmington, indicating that the School Board will be conducting an online survey regarding their campus plans for capital projects. A successful capital plan for the District could mean freeing up the Mindoro building for alternative community use such as public library space. McArdle Rojo shared that the Friends of the Onalaska Library would be hosting a Wine Tasting Fundraiser at Lost Island Wine on July 20th and she has the $25 tickets if anyone is interested in attending.

**FUTURE AGENDA ITEMS:**
2017 Budget Update  
WRLS Report  

**ADJOURNMENT:**
There being no further business, President Manthei declared the meeting adjourned at 4:48 pm.

Approved August 3, 2016, minutes by Chris McArdle Rojo, Recorder