

# La Crescent Public Library Board Meeting

Tuesday, February 11, 2020

Present: Teresa O'Donnell-City Council, Logan Colby, Tina Ryan, Lisa Docken, Robin Yeshe

Others Present: Kayce Gentry, Library Director, Krista Ross, Steve Hardman of SELCO, Jim Nissen SELCO Rep. Kathie Rozovics-FOL

Absent: Sarah Riess

Call to order: 6:15 by V.P. Tina Ryan

Approval of Minutes: Approved with the correction of a date change (budget)

Election of Officers: All nominated and accepted: Tina Ryan, President; Lisa Docken, Vice President; Secretary (Sarah Riess) if accepted

SELCO Reps: Krista Ross and Steve Hardman

Krista presented a "Strategic Planning Process 2020 Time Line"

She presented a Time Line with ideas for the new library space. Included will be a Community Assessment Survey to allow the community to lend their opinions on what they would like to see in the new facility. The survey would be unique to our community. A planning workshop will be set up, ideally with representation from the Board, Friends, staff and community members. The initial edit of the plan and draft implementation will be made by SELCO.

The Board decided that this will be pursued.

Council Comments: Teresa stated the City Council has been reviewing items such as the remodel of the schools and a new housing development which moving forward will hopefully entice more families to move into the area which in turn will increase the tax base. This in turn will benefit the library.

The City Council has invited all city based committees and the public to a joint meeting on April 6, 2020 at the event center. All city committees will be represented and at that time we hope to have a Library Strategic planning committee represented.

Friends of the Library: Kathie reported that the FOL had their annual meeting 1/16/20. Highlights: good returns on the membership drive, Cookie Walk (\$1956) and Apple Pie sales (\$660). The Book Store sales are down but still made \$2485. FOL voted to donate \$1665 for Microsoft update and \$1,000 for children's books and materials. The FOL Board is eager to help in planning for the new facility.

Financial Report: Unavailable at this time.

A question about the fund balance (reconciliation) was raised at the December meeting. There is a question of discrepancy between the amount that the library has paid in and what is still owed. Joy stated at the previous meeting she would check this, Tina will contact Joy regarding this and Debbie in City Hall will be contacted

Director's Report: Kayce presented a year in review to the La Crescent City Council and the La Crescent Township Council in Jan.

Kicking off new programs: drop in Lego Party, all ages Bad Art Night

Upcoming: Author talk, singer/songwriter, youth writing workshop and the Zoomobile.

The library is registered to serve as a Questionnaire Assistance Center for the 2020 Census

Library staff congratulates Therese Pyztarski for being recognized as an honoree by the Lions-Rotary Super Event

Carpenter Dave will build a DVD tower for \$!,200. The library has budgeted toward this and the FOL will donate the balance

Old Business:

10.1 It was proposed that the Library use the same wording as the City for proof of residency to get a library card. The motion was made and passed

10.2 Kristen (part time) is no longer available to work on Sat. Katie (16 y.o.) would like to fill in this position. Since this is a very part time position it does not need to

be posted (according to City) The Board passed a motion (Logan, Kathy) to hire her for 4 hours/Sat. for \$10/hour.

10.3 Visits are scheduled at the Holmen and Viroqua libraries on March 24

New Business: Personnel Policy re: Insurance

Kayce stated she has her own health insurance so she has declined the city insurance. In compliance with this one half of what would be paid by the library budget will be placed in a deferred comp. or retirement account.

Following the City's insurance policy this will be added for the director and full time personnel policies for the library. Motion passed

Director's vacation time: 12/18 policy proposal states: 40 hours in the first year. Our wording will be in alignment with the city policy. Motion passed

10.4 Director's vacation: The Board approved time off for Kayce with pay as a one time allowance via a redistribution of hours. Motion passed

Resolutions: No. 2-11-152, \$500 from Acentek into 211-36230

No. 2-11-153 \$100 from Carolyn Smith into 211-36230

No. 2-11-154 \$100 from Jason and Rita Erdman into 211-45500-505

No. 2-11-155 from Friends of the Library \$2,000 into 211-45500-505  
and \$1,665 into 211-45500-406 for computers

No. 2-11-156 from family of Betty Billing \$100 into 211-36230

Motion was passed to accept all resolutions.

Motion to adjourn at 7:55 p.m.

Submitted by: Robin Yeshe

