



WINDING RIVERS

— LIBRARY SYSTEM —

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Minutes

Winding Rivers Library System Board of Trustees

Wednesday, May 31, 2023

6:30pm

Hybrid Meeting: Online or In-Person

Present: **Buffalo County-** Jane Langenfeld, John Hadley **Jackson County-** Joan Zenz; **Juneau County-** Steve Thomas, Donna Thomas; **La Crosse County-** Kathy Ivey, Sue Adams, Larry Pohja, Loren Caulum; **Monroe County-** Clara Johnson, Mary VonRuden; **Trempealeau County-** June Pellowski; **Vernon County-** Peggy Pasker

Guests: Kristen Anderson (WRLS), Kelli Miller (WRLS)

1. **Call to order at 6:34PM**
2. **Roll call and introductions**
3. **Approval of agenda**

MOTION to approve the agenda:

- 1- Larry Pohja
- 2- John Hadley

Carried.

4. **Approval of minutes**

MOTION to approve the minutes from the March 2023 meeting:

- 1- Loren Caulum
- 2- Larry Pohja

Carried.

5. **Reports**

- 5.1 Budget update and approval of bills

Discussion:

- 100% of the state aid has been paid in to WRLS
- Line item 12716- Vehicle repairs (vehicle maintenance is a line of budget for all WRLS vehicles)
- Kristen clarified that all itemized receipts and expense reports are on file at WRLS

MOTION to approve the budget update and approval of bills:

- 1- Loren Caulum
- 2- June Pellowski

Carried.

5.2 Director's report

Discussion:

a) Director Retirements

Two WRLS directors retired- Lynette Vlasak from Kendall and Karen Bernau from Coon Valley- let the minutes show appreciation from the board and WRLS for long terms of service

b) New staff member

Introduction of Kelli Miller, new Collaborative Consultant for WRLS

c) Continuing Education reports

Walter Liefeld and Tou Yang were able to attend WiscNet Connections conference in Madison, WI- attended sessions about cyber, end-user, and MFA security

Nate Pflager attended NOTSL Migration in Motion: Managing Expectations in Cleveland, OH- attended sessions on ILS migrations

d) County nonresident reimbursement

Formula used for reimbursement: $\text{Total Operating Expenditures} \div \text{Total Annual Circulation} = \text{Unit Cost}$

Counties are required to reimburse a minimum of 70% of the total reimbursement formula cost

County Library Exception: La Crosse County Library- each resident of La Crosse County pays a library tax (not considered "nonresidents" in relation to nonresident borrowing) and La Crosse County determines each year whether to seek reimbursement from neighboring counties

5.3 Public comment about board minutes

Open comments from the board members about recording board minutes

Delayed discussion until further notice and will add to agenda at later date

6. New Business

6.1 Policy: Remote work- **ACTION** required

Discussion:

Current number of employees at WRLS/ number of employees affected by Remote Work Policy
10 employees currently at WRLS- 6 employees on the current remote work policy, 4 are not
(Delivery drivers report to WRLS to perform delivery tasks)

Board requests more information about workers' compensation and other Wisconsin library systems remote work policies provided to their employees- information will be provided by Kristen

Addendums to the existing policy:

1.1.1. Off-site work requirements:

1. Amend the employee amount of work at WRLS from one year before remote work eligibility to six months (with satisfactory performance)

MOTION to delay approval of this policy until a later date after further information is provided to the board:

- 1- John Hadley
- 2- Loren Caulum

AYE: Majority in favor, NAY: Steve and Donna Thomas; Mary VonRuden. **Carried.**

6.2 County funding: 2024 request

Discussion:

No change in 2024 and revisit in 2025

MOTION to accept Kristen's recommendation for funding from the counties to WRLS for 2024

- 1- John Hadley
- 2- Steve Thomas

Aye: Majority, Nay: Larry Pohja. **Carried.**

6.3 Next meeting: July 26, 2023 @ 6:30pm (in-person or online)

7. Adjournment

President Kathy Ivey declared meeting adjourned at 8:24pm.

Respectfully submitted,

Kelli Miller, WRLS Collaborative Consultant