



Winding Rivers Library System Board of Trustees

Wednesday, November 29, 2023

6:30pm

Hybrid Meeting: Online or In Person

MINUTES

1. Call to order / Open meeting notice certification

Meeting called to order at 6:33 p.m.

2. Roll call and introductions

Attendees

Board members: Kathy Ivey, Peggy Pasker, Loren Caulum, Clara Johnson, Jane Langenfeld, John Hadley, Mary VonRuden, Andrea Fritts, Larry Pohja, Mary Bach, June Pellowski, Adam Balz, Sue Adams, Joan Zenz, Margaret Larson,

Public: Jessica Schoonover (Director, Shirley M. Wright Memorial Library, Trempealeau).

WRLS staff: Kristen Anderson (Director), David Kranz (ILS/ILL Consultant)

3. Approval of agenda

Motion to approve made by

1st by Loren Caulum

2nd by June Pellowski

Motion carried.

4. Approval of minutes from the September 2023 meeting

Motion to approve,

1st by John Hadley

2nd Joan Zenz

Motion carried.

5. Public comments or topics for discussion at future meetings

No public comments. No topics suggested for future meetings.

6. Reports

6.1 Budget update & approval of bills

Director Anderson shared info about 2023 operating expenses vs. budget. She noted interest income is exceeding expectations, and will have suggestions for how to deploy that money in 2024, possibly vehicle replacement reserve. A van is expected to be replaced in 2024. She noted that the line item for vehicle expenses is being exceeded in 2023. A transfer for WRLSWEB funds needs to be made before year's end.

Review of capital accounts balances was provided.

Approval of check detail. Noted a meal payment for a mentorship program participant. There was discussion about how costs of improvements to WRLS' rented office facilities are handled.

Motion to approve financials through October 2023 as presented,

1st by Mary VonRuden

2nd by Peggy Pasker

Motion carried.

6.2 Director's report:

Director Anderson introduced new WRLS employee David Kranz, recently hired for the ILS/ILL Consultant position.

She shared that Sept. 18, 2024, is the planned go-live date for the new WRLSWEB ILS, Polaris. An intense 10-month migration process is planned.

Anderson reported that the audit of the system's 2022 activity is not completed; based on interactions with the auditor, she anticipates it will be ready in time for review by the next board meeting. Board members expressed dissatisfaction with the delay.

Continuing education reports from WRLS staff who attended conferences were provided.

7. New Business

7.1 Resource Library Contract

2024 contract reviewed and the service discussed.

Motion to approve the 2024 resource library contract with La Crosse Public Library,

1st by Loren Caulum

2nd by Jane Langenfeld

One abstention, Kathy Ivey.

Motion carried.

7.2 Accounting Contract

Review of annual accounting services contract with Winnefox Library System.

Motion to approve accounting contract and the cost of \$8,000 for 2024,

1st by John Hadley

2nd by Mary VonRuden

Motion carried.

7.3 WRLS Service Plan: 2024-2025

Anderson shared a proposed system service plan for 2024-2025. She has tried to reduce the length by not including ongoing service items, focusing on new and priority items in this plan. Plan reflects increasing requests from member libraries for programming related to intellectual freedom topics. Plan proposes hiring a grant writer/project manager consultant at WRLS to help seek funding for and managing grant projects for and with libraries. An ILS migration is planned for 2024. WRLS will be collaborating with three other library systems for website design support for member libraries, approximately 10 hours per week devoted to WRLS libraries. There is a desire expressed by members for more meeting opportunities with space on the agendas to talk about library programming. Discussion ensued related to the proposed grant writer/project manager position, the duties and cost.

Motion to approve proposed system services plan for 2024-2025,

1st by Mary VonRuden

2nd by Joan Zenz

2 no votes, the rest aye votes,

Motion carried.

7.4 WRLS Budget: 2024

Anderson presented a proposed 2024 budget. Highlights were discussed by the board, with some inquiries about how the budget is prepared.

Motion to approve the 2024 income and expenses budget proposal,

1st by Sue Adams

2nd by Joan Zenz

1 no vote, the rest aye votes.

Motion carried.

7.5 2024 Meeting Dates

Information item. Proposed 2024 meeting dates are on final Wednesdays of their respective months. Anderson said that in summer 2024 some board meetings might take place at library locations around the system area, with online connection available.

Next meeting: Jan. 31, 2024

8. Adjournment

Motion to adjourn,

1st by Loren Caulum

2nd by Peggy Pasker

Motion carried.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

David Kranz