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Meeting Minutes

Winding Rivers Library System Board of Trustees

Wednesday, September 25, 2024

6:30pm

MINUTES

1. Call to order / Open meeting notice certification

Meeting called to order at 6:30pm

2. Roll call and introductions (new board members)

Attendees

Board Members: **La Crosse County Library**-Larry Pohja; **La Crosse Public Library**- Kathy Ivey; **Buffalo County**-Dwight Ruff; **Trempealeau County**-Lori Severson, June Pellowski; **Monroe County**-Clara Johnson; **Jackson County**-Sarah Peloquin, Joan Zenz; **Juneau County**- Donna Thomas, Steve Thomas; **La Crosse County**-Loren Caulum, Sue Adams, Adam Schneider, Mary Bach; **Vernon County**- Peggy Pasker.

3. Approval of agenda

Motion to approve agenda as presented,

1st by Larry Pohja

2nd by Sarah Peloquin

Motion carried

4. Approval of minutes from the July 2024 meeting

Motion to approve the minutes from the July 2024 meeting as corrected,

1st by Sue Adams

2nd Larry Pohja

Motion carried

5. Public Comments

There are no public comments

6. Reports

6.1 Budget update & approval of bills

Director Anderson discussed the reduced interest rate

Audit bill was higher than anticipated

Motion to approve

1st Larry Pohja

2nd Sue Adams

Motion carried

6.2 Director's report:

a) WRLSWEB Migration

Director Anderson stated that the migration occurred one week prior and that this was the smoothest migration in the Director's experience. All the directors are in good spirits following the migration and the public seems very happy with the result. The Android app went live yesterday, while the Apple app went live last week. Larry Pohja passed on compliments from the La Crosse County Library Director Chris McArdle Rojo towards the drivers during this time and thanked them for their work. Director Anderson talked about what drivers did during migration, which included work on the new space that the WRLS offices will be moving to, as well as carpet shampooing at some of the smaller libraries. Those libraries were very appreciative. The carpet shampooer will now be available for use in the kit library. WRLS drivers also picked up recyclable materials as well as other things libraries needed to get rid of.

b) New employee: Barry McKnight;

WRLS new Outreach Consultant introduced himself to the board and talked briefly about his previous work experience.

c) New Ho-Chunk library in Black River Falls;

Director Anderson and WRLS consultants Jessica Schoonover and Barry McKnight attended the open house at the new Ho Chunk library on September 12th. The library is located in the Ho Chunk community center near Black River Falls. This was a great event in a beautiful space and WRLS staff enjoyed fantastic hospitality. Director Anderson discussed the potential for future partnerships with the library such as the Driftless Regional Read and grants. The library might be interested in joining WRLSWEB in the future.

d) New office space and potential moving dates;

Director Anderson discussed the process of remodeling the new office space, setting up cubicles, etc. The move is planned to occur in December, before the holidays. Very nice space. Construction started on September 19. This meeting was held in what will be the new conference room. Some work related to technology must be completed before move in can occur.

e) Technology changes.

Now that ILS migration has occurred, work will begin on moving the Head End out of LPL. This will occur by the end of the year. This will complete the work of separating technology from the La Crosse Public Library. Previously, WRLS shared space and some technology with LPL.

7. New Business

7.1 WRLS Audit: 2023 by Collins & Associates

The auditor was not in attendance at this board meeting. President Ivey would like to not discuss the audit until the auditor is here.

7.2 Wage recommendations

Motion to approve

1st Dwight Ruff

2nd Sarah Peloquin

Discussion of Salary schedule. Increase of 2.7 to salaries for directors and staff. Ivey asked if this was comparable or competitive with other positions. Anderson asserted it was and includes excellent benefits.

Motion carried.

7.3 Health Insurance Rates

Rates have gone up. Local plan was an average of 11%. All of staff is on Quartz West, which is least expensive. Discussed difference of alternate plans. Family plan is in the \$400 range.

Motion to approve

1st Larry Pohja

2nd Sarah Peloquin

Motion carried

7.4 WRLS system plan to DPI

President Ivey found the narrative interesting reading. Director Anderson noted that DPI was trying to reduce the plan point of filling out the plan, trying to simplify and reduce redundancy.

Director Anderson discussed the planned directors retreat to occur on October 24 at the Sparrow's Nest at the Abbey, just south of Sparta. No planning will occur, but there will be discussion of how the previous plan has progressed. Director Anderson discussed trying to encourage in-person meetings to build on connections and networking. On the evening of October 23, there will be a campfire with a

storyteller and the directors and WRLS staff have been invited to stay at the Night before campfire with stories, guests may stay in Abbey.

Motion to approve

1st Loren

2nd Peggy

Motion carried.

7.5 New job description and position description

Continued evolution of position. Cataloger position. Bought a cataloging app which speeds up cataloging. This frees some time for position. ILS admin resigned last fall. Needed to start working towards having back up. New position description reduced some catalog time and moved it to ILS work. ILS Admin will now have backup. Dwight asked about job description, minimum requirements for 4-year degree or desire for Masters, will that make a difference for future employees, Anderson said it will not. Sue asked if this is a new position with a new hire. It is a new position but anticipated moving the current full-time cataloger into this position and eliminating that position.

Motion to approve

1st Larry

2nd Sarah

Motion carried

7.6 Expiring terms

Director Anderson would like to get info to county boards if members will or will not stay on when their terms expire.

Next meeting: December 4, 2024

8. Adjournment

Meeting adjourned at 7:11 p.m.

Respectfully submitted,

Barry McKnight