

Altoona Library Board Meeting Agenda
Wednesday, May 19, 2021
9:00 a.m.

THE MEETING WILL BE HELD ON ZOOM TELECONFERENCE / VIDEO CONFERENCE. DUE TO CORONAVIRUS COVID-19 RESIDENTS ARE ENCOURAGED TO ATTEND THE LIBRARY BOARD MEETING VIA THE APPLICATION ZOOM UNTIL FURTHER NOTICE.

You may join the May 19th meeting from your computer, tablet or smartphone via

WEBSITE: <https://zoom.us/join>

MEETING ID: 875 6429 7857

MEETING PASSWORD: 506851

Or you can also dial in using your phone.

CALL IN PHONE NUMBER: 1-312-626-6799

MEETING ID: 875 6429 7857

MEETING PASSWORD: 506851

1. Call Meeting to Order
2. Roll call for Library Board
3. Approval of April, 2021 Meeting Minutes and May 12, 2021 Special Meeting Minutes
4. Public Comments
5. President's report
6. Approval of April, 2021 expenses and financials
7. Election of Officers
8. Librarian's report
9. Schedule next meeting & items for the agenda

Future Reference:

May: Election of Officers

June: Review of Library Director's contract

November: Long range goal review

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Library Director at 839-5029 with as much advance notice as possible.

Altoona Library Board Minutes

Wednesday, April 21, 2021 9:00 a.m.

Roll Call: Meeting called to order at 9:00 a.m. Board members present via Zoom: Liz Snyder, Liz Kaetterhenry, Brenda Schlafer, Deb Swan, Melinda Smith, Sue Rowe, and Sheila Presler. Also present were Library Director Alyson Jones and IFLS Director John Thompson.

Approval of Minutes: Motion made by Smith to approve minutes of the March 17, 2021 meeting, 2nd by Presler. **Motion carried.**

Public Comments: None.

President's Report: Snyder announced that she has agreed to serve another term on the library board.

Approval of Expenses: Motion made by Snyder to approve the March, 2021 expenses and financials, 2nd by Schlafer. Snyder-yes; Swan-yes; Kaetterhenry-yes; Smith-yes; Schlafer-yes; Rowe-yes. **Motion carried.** Alyson reported back that budget line 233 was at 102.27% because \$680 was accidentally taken from line 233 instead of line 232. Alyson will have Tina correct the mistake.

Librarian's Report:

Intra-Municipal Funding: Fall Creek's Village Board has formally indicated that they will withdraw from the Intra-Municipal Library Services agreement effective the earliest legal time, and encourage all parties to collectively terminate the agreement at the end of 2021. The agreement allows for EC County libraries to reimburse each other for patron checkouts. It is relatively quirky and unique to EC County in a statewide comparison, and as they lose money each year, the Fall Creek and Augusta Village Boards are pro-withdrawal.

Our history with the levy has varied. Traditionally we have profited but the trendline has been smaller and smaller until in 2021, we owed money (\$25,714). EC pays/receives comparable amounts of money to Altoona as a result of the levy, but proportionally the amounts are a much larger percentage of our budget. Not providing services to Fall Creek (or other municipality's) patrons would be a violation of our IFLS membership agreement. We pay the vast majority of the levy to EC in this agreement. The impact of Fall Creek withdrawing affects our budget very little.

Pros:

- Elimination of our largest budget expense outside of payroll.

- Elimination of a budget line that has been trending to our detriment and last year cost the City \$25,000.
- Foster the ability to collaborate and share exciting programs with other County libraries that would not have been within our reach before (like a County-wide Bookmobile).
- Stable/predictable revenue stream that isn't dependent on outside factors.

Cons:

- Elimination of possible revenue. A reduction to our overall budget negatively affects ACT 150 calculations.
- No guarantee that the City of Altoona would be willing to give the money that they would have given to pay the Intermunicipal Levy to the library. A key part of the discussion is whether or not the City of Altoona would be willing to still give the library the funds going forward, and how that amount would be calculated. We wouldn't ask the City to pay more than they are used to paying, but not having the money assigned to a particular expense may be more than they are willing to do, and we would need to have a formula or clear set of directions going forward about how this number would be calculated.
- If the City is not willing to earmark future intra-municipal levy money for the library, what are the consequences? A reduction to our overall budget negatively affects ACT 150 calculations (overall budget divided by #circs).

Discussion:

John Thompson gave a bit of history about the agreement and explained a bit about how the levy works. He said the library agreement was signed in 1997. It pre-dates the MORE system and ACT 150. He said there is much more cooperation between municipalities today, such as fire and paramedics. The levy issue is very complicated and there is no crystal ball to tell the future. Part of the complication is there is no way to know what we would be giving up with respect to revenue and expenses. Altoona's large amount of growth is a plus, and we will most likely benefit while LEPMPL builds its new library. However, we will likely be at a disadvantage when their new library opens and the public flocks there to check it out. Alyson asked how to approach the city to ask for ACT 150 money. John recommended setting up a meeting with the city to possibly include the library director, a board member, city administrator, mayor, and finance director to explain and improve understanding of the issue. He suggested processing the questions and comments that were discussed in this meeting and presenting them to the finance committee and city council. He said it is important to understand that the library agreement produces an ebb and flow of dollars. John said that if we were to pull out, we would probably have a couple months to decide in order to be on about the same timeline as Fall Creek and Augusta, or we could just wait and see what happens.

The board felt that more discussion was needed in order to better understand the issue and to prepare for a meeting with city officials. Therefore, a special board

meeting on May 12 was scheduled with the sole purpose of discussing the Intra-Municipal Library Services agreement. Alyson will try to find out the following: How/who created the ACT 150 calculation-was it a county level formula and is it adjustable? What are the actual dollars in current ACT 150 money and what would we anticipate for ACT 150 money this year, next year, beyond? What would our “ask” to the Council be if we request the city to provide funds for municipal circs after the levy disappears?

Programming-Book Clubs: The next Food for Thought and Book ‘Em Mystery Book Club mashup Zoom meeting will be on Tuesday, April 27 at 7:00pm. This month, *Cilka’s Journey* by Heather Morris will be discussed. Next month’s title is *An Event in Autumn* by Henning Mankel.

Library Planning Committee: The Committee met on March 14. The discussion centered around the 2020 statistical summary. Alyson shared that APL has done over 12,000 appointments (grab and go, browsing, technical) while operating with COVID restrictions. There will be at least one more committee meeting before approval of the plan.

COVID activities: Browsing and technical appointments were restarted on Monday, April 12. There are 6 public hours/day. Alyson reported it has been busy, and she expects it to remain that way as LEPMPL is closed for services until mid-May while they move to their temporary location by Mall Drive.

Space Plan Walkthrough: Alyson reported that the space planning walkthrough went well and a report is expected sometime in June.

March, 2021 Circulation Statistics:

In March, 2021, our checkouts were lower than March, 2020 (4,880 vs. 8,710); we had more renewals (1,703 vs. 1,430), and our overall circulation was lower (6,583 vs. 10,140). System-wide, in 2020, we were 6th in checkouts and 9th in renewals. In 2021, we were 8th in checkouts and 8th in renewals.

LEPMPL

LEPMPL checkouts were down March, 2020 to March, 2021 (18,592 vs. 31,864); its overall circulation was lower (40,700 vs. 26,979).

(Altoona’s overall circulation was down 35.07% from last year’s number. EC’s overall circulation was down 33.71%.

March, 2021: EC borrowed from AL=1,843 items. AL borrowed from EC=954 items. **(+2,133.85)**

March, 2020: EC borrowed from AL=3,300 items. AL borrowed from EC=1,177 items. **(+\$5,844.63)**

So, LEPMPL borrowed **less** from AL in March, 2021 vs. March, 2020, and AL borrowed **less** from LEPMPL.

Next board meeting: There will be a special board meeting on Wednesday May 12, 2021 at 9:00 a.m. via Zoom to discuss the Intra-Municipal Library Services Agreement. The next regular meeting will be Wednesday May 19, 2021 at 9:00 a.m. via Zoom.

Adjourn: Snyder motioned to adjourn, 10:27 a.m., 2nd by Swan. **Motion carried.**

Respectfully transcribed and submitted by Brenda Schlafer and Alyson Jones.

Altoona Library Board Special Meeting Minutes

Wednesday, May 12, 2021 9:00 a.m.

Roll Call: Meeting called to order at 9:01 a.m. Board members present via Zoom: Liz Snyder, Liz Kaetterhenry, Brenda Schlafer, Deb Swan, Melinda Smith, and Sue Rowe. Sheila Presler was excused. Also present was Library Director Alyson Jones.

Eau Claire County-Wide Service Agreement and Intermunicipal Levy: The Board discussed the financial ramifications as well as the advantages/disadvantages of exiting the EC County-Wide Service Agreement by either the end of 2021 or in 18 months.

Alyson will have the City Attorney review the agreement. The Board also noted that we would need to consult with Tina regarding the levy.

Next board meeting: The next meeting will be Wednesday May 19, 2021 at 9:00 a.m. via Zoom.

Adjourn: Schlafer motioned to adjourn, 10:20 a.m., 2nd by Swan. **Motion carried.**

Respectfully transcribed and submitted by Brenda Schlafer and Alyson Jones.