

**Minutes of the Prairie du Chien Memorial
Library Board of Trustees – December 19, 2011**

The meeting of the Prairie du Chien Memorial Library Board of Trustees was called to order at 5:02 PM on Monday, December 19, 2011 in the Wisconsin Room of the Memorial Library. President Stemper called the meeting to order.

1. **Roll call** – Koch & Rocksvold absent.
2. Motion by Munson, seconded by Johnson to certify the **open meeting law agenda requirements** were met – Roll Call – carried.
3. Motion by Mara, seconded by Davis to approve the **minutes** of November 21, – Voice vote – carried.
4. Motion by Mara, seconded by Stemper to approve the **monthly bills** as presented– Roll call – carried.
5. **President's Report-**
 - Formed a sub-committee of Henna & Stemper to work on Summer Anniversary Program.
6. **Building Committee** –The Board discussed the tree removal issue at length. **Rocksvold present at 5:10 PM and Koch present at 5:15 PM**. The Board decided to wait until Spring, 2012 to take any further action on the Library tree removal issue.
7. Motion by Johnson, seconded by Davis to **set the date** of February 4, 2012 for the **Strategic Planning Meeting** — Voice vote - carried.
8. Motion by Munson, seconded by Mara to direct the Librarian to circulate the list of proposed **members of the Strategic Planning Committee** for their approval – Voice vote – carried.
9. The Director explained the **'1000 books before kindergarten' program**. Library staff are working on implementing the program. They will also be looking for sponsors.
10. The Director is monitoring the 2011 budget as we approach the end of the year to make sure we purchase those important items for the Library. Some work will be done in Nancy's office.
11. **Library Director's Report –**
 - Staff meeting** - discussed changes in job descriptions and the '1000 Books program'.
 - Statistics** – Books were up compared to November, 2010.
 - Computer/Tech.** –The Director showed the Board an ebook and we purchased a used copier.
12. Motion by Davis, seconded by Henna to convene in **Closed session-** Roll call- Carried.
13. Motion by Davis, seconded by Johnson to reconvene into **Open session-** Roll call – Carried.
14. Motion made by Davis, seconded by Johnson to authorize a 1.64% **bonus for the Director in 2011** – Roll Call – 4-4 Motion failed.
15. Motion by Mara, seconded by Munson to authorize a **1.5% bonus for the Director in 2011** – Roll call – carried.
16. Motion made by Davis, seconded by Johnson to **adjourn** at 6:05 PM - Voice vote – Carried.

Respectfully submitted,

Gary Koch, Secretary