

# Prairie du Chien Memorial Library

## Minutes of Prairie du Chien Memorial Library Board of Trustees Meeting

1. President Linda Munson called the meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:00 p.m. on Tuesday, April 16, 2024, at the public library.
  - **Roll Call**
    - **Present board of trustees:** Linda Munson, Jill Doll, Wendy Scherer, Nancy DuCharme, Jennifer Miller, Mark Gilberts–County Representative, and Brooke Teynor–School District Representative. **Absent: Ashley Erickson**
    - **Motion** by Doll, seconded by Teynor to certify the open meeting law agenda requirements. Roll call was unanimous.
2. **Approval** of March 19, 2024, Library Board Meeting minutes. Motioned by Miller and Seconded by Doll. Motion Carried.
3. **Approval** of Monthly Bills. Motioned by Doll and Seconded by DuCharme. Roll call unanimous. Motion Carried.
4. **President’s Report**
  - **Motion** was made by Doll, seconded by Miller to have two digital copies of the library bills saved in two different locations to replace printing and filing physical copies of the bills. Roll call on this motion was unanimous.
  - Linda discussed making changes to the bill payment schedule with the board.
  - Linda gave an update on the Library Capital Campaign. The fund balance that was owed on the building as of 2022 was \$117,888.82. In 2023, the library contributed \$5,537.56. This money was raised through brick sales, book sales, and donations. The auditors were adamant that the bill needed to show some improvement, so the city agreed to pay

50% from the surplus in 2023 and contributed \$74,658.39. The outstanding balance is now at \$36,886.87.

- The three libraries in the county still plan on asking for an increase in funding from 70% to 78%. The increase would be split between the three libraries. Linda will attend the next county meeting on Wednesday, April 17th. The amount of the increase will be dependent on the Sheriff's Department negotiations.

## **5. Director's Report**

- Library statistics are climbing and improving for March.
- The increases in the statistics of cards added and circulation were fun to see.
- Elisabeth feels there has been more participation in events since the parade.
- Winona Controls were at the library.
- Elisabeth spoke at the Rotary Club meeting held at Huckleberry's to promote the library.
- Library basement clean-up continues.
- Books left over from the Book Sales are being taken to Better World Books. Elisabeth is doing as much as she can to rehome the books instead of throwing them away. The library receives a percentage from any books Better World Books sells. Better World Books pays for boxes, shipping, and labels to send the books from the library to them.
- Elisabeth brought in treats for Library Week.
- Board Game Night had a really good turnout.
- The Poetry Night went so well that the people who attended asked that the library host another Poetry Night event.
- The local banks contributed little bags to hand out to the kids at Storytime during Money Smart Week.
- The library distributed 3000 Solar Eclipse glasses.
- Bad Art Night was fun.
- Chris and Beau hosted a Sit-and-Swipe event with ADRC. This event was a how-to class to teach people how to use their cell phones. The

event ran for 4 weeks. The library and the ADRC plan on hosting a similar class in the Fall.

- The library's Facebook page was hacked. Breanna has been working on a new Facebook page. The new Facebook Page is Prairie du Chien Library.
  - Elisabeth has an upcoming vacation planned in May.
  - Rock Art is being hosted soon.
  - The library will host author Joy Ann Ribar on May 8th.
  - The library has most of the Summer Reading Program planned and ready to go.
  - Linda and Elisabeth plan on attending the Senior Night at the high school to present scholarships to the Library Pages.
  - The library is looking into possibly providing a homebound service for book pick-ups and drop-offs. Elisabeth is looking for feedback on offering this service.
6. \*Enter CLOSED SESSION per state statute 19.85(1)(c)(d). Considering employment, promotion, compensation or performance data of any public employee over whom the governmental body has jurisdiction or exercises responsibility. Motioned by Doll and Seconded by DuCharme at 5:34 p.m. Roll call unanimous.
  7. Reconvene into OPEN SESSION. Motioned by DuCharme and Seconded by Gilberts at 5:44 p.m. Roll call unanimous.
  8. The board will share Elisabeth's evaluations with her at the next board meeting.
  9. **Motion** to adjourn at 5:52 p.m. by Scherer, second by Miller. Motion Carried.

Submitted by:  
Brooke Teynor  
Secretary

