

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

President Linda Munson called the January 20, 2015 meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:15 p.m.

1. **Roll Call** Present: Linda Munson, Mary Ann Stemper, Brenda Anderson, Kersten Rocksvold, Layne David Jill Doll, Drew Johnson and Library Director, Nancy Ashmore. Absent, Norb Aschom.
2. **Motion** by Anderson second by Rocksvold to certify the open meeting law agenda requirements. Roll call vote unanimous.
3. **Motion** by Rocksvold, second by Anderson to approve the minutes of the January 20, 2015 meeting. Motion carried.
4. **Motion** by Doll second by Anderson to approve the monthly bills as recommended by the finance committee. Roll call vote unanimous.
5. **President's Report**  
The Sweeney group met with the steering committee January 2, 2015 which generated 176 names which will be sent questionnaires. 24-30 of these will be interviewed personally. The purpose is to assess whether the current renovation plans can be successfully financed.
6. Preliminary plans were announce to launch a book club focusing on Harper Lee and her classic *To Kill A Mockingbird*. Linda Munson and Mary Ann Stemper will draft a plan for the book club.
7. **Building Committee**  
Rocksvold reported that he was still trying to contact Rickleff Plumbing and Heating for an update on the furnace.
8. Director Ashmore reported that she had not been able to hire a Library Tech\ Children's Librarian. **Motion** by Stemper, second by Johnson to authorize the director to hire either a Library Technician or a Library Technician\Children's Librarian. Motion carried. The board urged the director to proceed with some speed so as to have a full staff trained before her extended leave in April.
9. **Motion** by Johnson second by David to approve the annual report. Motion carried
10. **Closed Session** At 5:45 Motion by Anderson second by Rocksvold to convene in closed session per state statue 19.85 (1) (c)(d). Roll call vote was unanimous. At 7:00 motion by Rocksvold, second by David to reconvene in open session. Roll call vote was unanimous.
11. **Motion** by Johnson second by David to allow the director to select a temporary director for April 8 to April 29 and pay an extra \$1.00 per hour for that time. The person will be the main point of contact, make any needed schedule changes, make decisions as needed to make the library run efficiently and contact the Library Board President as needed. Roll call vote was unanimous.
12. **Director's Report**
  - 4 new patron computers have been installed .
  - Staff meeting was spent discussing preparation for the director's leave and addressing staff computer competencies.
  - The Director plans to attend Legislative Day tomorrow in Madison.

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**13. Topics for the March Meeting**

- Finalize the director's performance evaluation
- Director to show Library Board where important papers are filed

**14. Motion** to adjourn at 7:10 by Johnson second by Rocksvold. Motion carried.

Submitted by Mary Ann Stemper  
Secretary