

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

President Linda Munson called the March 17, 2015 meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:30 p.m.

1. **Roll Call** Present: Linda Munson, Mary Ann Stemper, Brenda Anderson, Kersten Rocksvold, Layne David, Jill Doll, Norb Aschom and Library Director, Nancy Ashmore. Absent, Drew Johnson All were wearing green except for Rocksvold who had on a Final Four t-shirt, so everyone was appropriately decked out for the season.
2. **Motion** by Anderson second by Doll to certify the open meeting law agenda requirements. Roll call vote unanimous.
3. **Motion** by David, second by Rocksvold to approve the minutes of the February 16, 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. The director will report back about the discrepancy on the library professional services line.
5. Director Ashmore introduced Deb Goree who was recently hired as a part time library technician.
6. **President's Report**
  - The Sweeney group has sent out the questionnaires for the feasibility study and will complete the follow up interviews within two weeks. Focus groups will follow the interviews.
  - Linda Munson and Nancy Ashmore met with members of the Bluffview staff to discuss cooperation on the summer reading program. A follow up meeting is planned. The board strongly supports efforts to act cooperatively with community groups like the school whenever we can.
7. **Building Committee**

Rocksvold will get a maintenance plan from Rickleff Plumbing and Heating for the Furnace Air Conditioning unit.
8. **Policy Review**
  - **Motion** by Aschom second by Rocksvold to approve the revised Equipment Check out policy. Motion carried.
  - The Volunteer Policy which underwent major revision was referred to the April meeting so that the board would have time to study it.
9. The meeting paused so that board members could walk through the library director's space.
10. **Closed Session** At 6:15 Motion by Rocksvold second by Anderson to convene in closed session per state statute 19.85 (1) (c)(d). Roll call vote was unanimous. At 7:00 motion by Anderson, second by Doll to reconvene in open session. Roll call vote was unanimous.
11. **Motion** by Anderson second by Doll to accept the director's performance review for 2015 as suggested by the evaluation committee. Motion carried.

**12. Director's Report**

- The staff meeting revolved around the new schedules and preparation of the staff for the director's upcoming three week long vacation. .
- Some rearranging has been done I the teen section to make more space for young people and materials of special interest to them
- The director explained two grants that the library will be participating in through SWLS; 1000 books before Kindergarten and Makerspace. A third grant for digitalizing old newspapers may be approved later when some questions have been answered about it by SWLS.
- The city auditors visited the library and found things were working well and was complimentary about the recently introduced procedure for paying bills.

13. **Motion** by Stemper seconded by Doll to authorize the director to pay the assistant librarian up to \$2 per hour more than her regular pay for her added responsibilities while the director is on vacation. Motion carried by unanimous vote.

**14. Topics for the March Meeting**

- Summer reading program
- Volunteer Policy

15. **Motion** to adjourn at 7:30 by Rocksvold second by Doll. Motion carried.

Submitted by Mary Ann Stemper  
Secretary



May your blessings  
outnumber  
The shamrocks that  
grow,  
And may trouble avoid  
you  
Wherever you go.

Irish Blessing