

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

President Linda Munson called the November 15, 2015 meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:30.

1. **Roll Call** Present: Linda Munson, Mary Ann Stemper, Layne David, Brenda Anderson Jill Doll, Norb Aschom and Kersten Rocksvold. Absent Drew Johnson .
2. **Motion** by Aschom second by Rocksvold to certify the open meeting law agenda requirements. Roll call vote was unanimous.
3. **Motion** by Stemper second by David to approve November 17 board minutes and November 18 Long Range planning minutes. Motion carried.
4. **Motion** by Doll second by Anderson to approve the monthly bills as recommended by the finance committee. Roll call vote was unanimous. **Motion** by Stemper second by Aschom to transfer \$5,000 from the Homme Fund. Roll call vote was unanimous.
5. **President's Report**
  - Munson informed the board of the meeting on January 11 with the architect to discuss construction and its impact on operating the library during transition. It is at 6:00 p.m. at city hall
  - Between \$400,000 and \$500,000 of the 1.5 million has been committed to renovating the library. The Capital Campaign Committee plans to be finished by July.
  - FEMA grant has some final questions, but it still looks promising. A decision is expected by January or February.
  - Jill Doll offered to involve the Girls Scouts in the creation of a sign to be put outside the library indicating progress on fund raising. Doll also volunteered to talk with Mrs. Rodgers, the Bluffview Art teacher about involving the students in a button design that could be used in the Capital Campaign
6. **Long Term Planning Committee Report**

The board responded to a first draft report from the planning committee after its first two meetings. **The board wants a road map for the near future that would include what the library needs to do whether or not there is a building program.** A checklist is a helpful way to get the information. The committee was informed that the Friends of the Library never completed the 501.C application. The board likes the slogan It's Your Library and sends these ideas back to the committee for further refinement. The board was pleased with the general direction of the report.
7. **Building Committee Report**

Rocksvold reported that all is well, the furnace had been checked.
8. **Website Update**

Director Ashmore reported that the library has purchased Weebly software and will schedule time during the winter break to work with Harold Waterman and staff to make the transition.
9. **Motion** by Stemper second by Doll that the Director be authorized to provide seasonal gifts for the staff and volunteers after she has checked with city hall to see what is legal for the board to do. Roll call vote was unanimous.

**10. Director's Report**

- There was no group meeting but individual staff meetings were held
- Statistics are down slightly
- There is an online conference sponsored by WLA, Wild Wonderful Wisconsin that staff will be taking. Staff can access it at their convenience.

**11. January agenda items**

- Discussion of the January 11 meeting with the architect
- Director's presentation of the 2016 calendar of events and programs complete with estimated cost
- Update on the button program involving young people
- Update on the sign for outside

**12. Motion** to adjourn at 6:20 by Doll second by David. Motion carried.

Submitted by Mary Ann Stemper  
Secretary