

Library Board Minutes
August 16, 2016

Minutes of Prairie du Chien Memorial Library Board of Trustees Meeting

President Linda Munson called the meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:30 on Tuesday, August 16, 2016.

1. **Roll Call** Present: Linda Munson, Jill Doll, Layne David, Mary Ann Stemper, Brenda Anderson, and Library Director, Nancy Ashmore. Absent was Norb Aschom, Drew Johnson, Mary Kuhn.
2. **Motion** by Stemper, second by Doll to certify the open meeting law agenda requirements. Motion carried.
3. **Motion** by Stemper, second by David to approve the July 19, 2016 board minutes. Motion carried.
4. **Motion** by Doll, second by David to approve the monthly bills as recommended by the finance committee. Roll call vote was unanimous.
5. **President's Report**
 - The capital campaign is on track to reach \$1 million by the end of the month.
 - The Mardi Gras event had a great turnout. John Mundt did the caricatures and everyone enjoyed his pictures. The bands were also very good. The event was a success.
 - Friends of the Library need new members. They will be applying for a 501(c)(3) tax exemption to allow for tax deductions when making donations.
6. **Building committee report**

The southeast corner of the building has been cracked for a while but it is now spreading up the wall. This will be brought to the attention of the architects.
7. **Technology Contract**

Our library has a technology contract with the Southwest Wisconsin Library System. It covers email, shared antivirus, internet, and capital reserve. The annual cost is \$1,913.39. The contract starts in April 2017.

Motion by Stemper, second by Doll to approve the technology contract as presented. Roll call vote was unanimous.
8. **Summer Reading**

Next month Ashmore will provide a printed report on the attendance and budget amounts of the summer reading program. On a side note, the 4H program in August had a good turnout. The library will look at repeating the 4H program again next summer.

9. **Staffing**

Ashmore was proud to announce that the library has hired Jane Orr as a library technician effective August 15, 2016. The Board was pleased with the hire and wants to welcome Orr to the staff. Deb Goree will now only work Tuesday's and Thursday's for 4 hours each day. The board is delighted Goree will continue to work at the Library on a schedule that suits both parties.

10. **Director's Report**

- The staff meeting was mostly about the summer reading program. The theme for next year's summer reading will be Build a Better World.
- Statistics were down for the children which makes sense as the summer reading program ended. Statistics were up for adults. One idea to increase adult statistics further is to promote the Large Type Edition books.
- Computers will be replaced for staff. There will be 3 computers for circulation, 2 for patron look-ups, one laptop and one scanner.
- Other topics included the dates of SWAL on Oct. 7th in Lancaster. WAL is Oct. 25th-Oct. 28th in Oshkosh.

11. **September Agenda Items**

- Attendance at meetings
- Summer reading program statistics
- Half-year evaluation for Ashmore

12. **Motion** to adjourn at 6:12 p.m. by David, second by Doll. Motion carried.

Submitted by Brenda Anderson
Secretary