

Library Board Minutes
October 17, 2017

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 pm on Tuesday, October 17, 2017.

1. **Roll Call Present:** Linda Munson, Jill Doll, Norb Aschom, Brenda Anderson, Mary Ann Stemper, Kersten Rocksvold, county representative, Lynn O’Kane, school representative, and Library Director, Nancy Ashmore. Absent was Layne David.
2. **Motion** by Stemper, second by Doll to certify the open meeting law agenda requirements. Roll call vote was unanimous.
3. **Motion** by Aschom, second by Rocksvold to approve the Board Minutes from September 19, 2017 and the Special Meeting Minutes from October 2, 2017. 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.
5. **President’s Report** - Building expansion update, construction options
 - About 65 people attended the ground-breaking ceremony for the library expansion on Oct. 16th.
 - Munson met with the contractors, Portzen Construction, the subcontractors and the architects, Architectural Design Consultants, Inc., to discuss the project.
 - They discussed how to minimize costs and shorten construction time without hurting the quality of the project.
 - The possibility was discussed to move the library into St. John’s school during construction.
 - The benefits of temporarily moving the library include the safety of the staff and patrons, the atmosphere would be more pleasant, there would be less noise and the project could possibly be completed faster.
 - If the library is moved, we would need to move the books in about 2 weeks. We would need everyone’s help.
 - **Motion** by Stemper, second by O’Kane to support moving the library to St. John’s during construction, if the cost is not prohibitive. Munson is authorized to determine if the cost is prohibitive. Roll call vote was unanimous.
 - FEMA is trying to save money because of all the recent disasters. We don’t know if that will impact our Safe Room project.
6. **Update on Budget**
 - The current spending on wages seem high. Ashmore will be watching the budget close for the end of the year so we don’t go over budget.
 - Ashmore provided the Board with the City of Prairie du Chien’s 2018 Budget Calendar & Guide.

7. **Director's Report**

- Everyone was very excited about the Ground-Breaking.
- Everything went pretty smoothly while Ashmore was gone on vacation.
- There are three programs coming up.
 - i. Lego Club is meeting Saturday, Oct. 21st at 10 am. This is during normal library hours to hopefully attract more families.
 - ii. Karst Geology is hosting program on Groundwater Susceptibility on Friday, Nov. 3rd from 7 to 9 pm at City Hall. This is also a pizza party.
 - iii. A Financial Program with Becky Kirchberg is Wednesday, Nov. 8th at 6:30 pm.
- The statistics for September were extremely low, and Ashmore wasn't sure why.

8. **November Agenda Items** – Next meeting is Tuesday, Nov 21st at 5:30 pm

- Closed Session for Consideration for salaries per the pay plan
- Mary Ann Stemper's Stories of Prairie du Chien
- Construction Update and possible action required.

9. **Motion** to adjourn at 6:20 p.m. by Rocksvold, second by Aschom. Motion carried.

Submitted by Brenda Anderson
Secretary