

Library Board Minutes
May 21, 2019

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, May 21, 2019.

1. **Roll Call** Present: Linda Munson, Jill Doll, Nancy DuCharme, Brenda Anderson, Layne David, Jennifer Miller, Janelle Mathies, county representative at large, Lynne O’Kane, school representative, and Library Director, Nancy Ashmore. Absent was Kersten Rocksvold, county representative.
2. **Motion** by Doll, second by David to certify the open meeting law agenda requirements. Roll call vote was unanimous.
3. **Motion** by David, second by Doll to approve the Board minutes from Apr. 16, 2019. Motion carried.
4. **Motion** by Anderson, second by Doll to approve the monthly bills. Roll call vote was unanimous.
5. **Swearing in of new Board Members**
 - Megan Pedretti, the Deputy City Clerk/Treasurer swore in the two new board members that live within the city limits of Prairie du Chien, Jennifer Miller and Nancy DuCharme.
6. **President’s Report**
 - Munson talked to the printer to get signs for the donor’s board and the donor rooms.
 - Portzen is doing the fountain. We still need to fundraise for this project.
 - The Friends of the Library met to discuss fundraising ideas. Some ideas are to do a boat cruise, bowling, and a silent auction.
7. **Landscaping report, and request for funds for edging**
 - The library has been taking donations of plants. More are still needed. Mulch has been put down.
 - We received two quotes for edging. One business would cost \$707.30. Another quote from a local guy was for \$450.
 - **Motion** by O’Kane, second by Doll to fund the edging out of the library budget, not to exceed \$500, with the intent to repay the budget with money from our fundraising. Roll call vote was unanimous.
8. **Summer Reading**
 - Pre-K students visited yesterday, more coming on Thursday.
 - Library staff will be going to Bluff View on May 30th, May 31st, and June 4th to promote the summer reading program.
 - On Mondays there will be movie night at 5 pm. The reading program will be on Wednesdays at 5 pm and there will be story time on Fridays at 9:30 am.
 - It would be nice to have a write-up about the summer reading program in the Parks and Rec guide.

9. **Election of Officers**

- **Motion** by Miller, second by Mathies to elect Linda Munson as President, Layne David as Vice President, Jill Doll as Treasurer and Brenda Anderson as Secretary. Motion was unanimous.

10. **Director's Report**

- Staff meetings are on a Thursday, once a month at lunch.
- We now have 4 pages, but we will probably hire one more for summer.
- Ashmore would like to give the staff accolades. Things have been going smoothly.
- Statistics went up in April. April was the highest circulation we have had so far this year. It is also the highest circulation we've had since August 2017.
- Computers – the wireless internet has had some issues.
- There will be a Bee Keeping program in June. This Thursday there is a soap-making program.
- No policy has been written on the Catholic Charities collection yet.

11. **June Meeting** – Next meeting is Tuesday, June 18th at 5:30 pm

- Policy on Catholic Charities Collection
- Fundraising Ideas

12. **Motion** to adjourn at 6:37 p.m. by David, second by Doll. Motion carried.

Submitted by Brenda Anderson
Secretary