

# Library Board Minutes

August 18, 2020

## **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 5:36 pm on Tuesday, August 18, 2020 at the public library and via a Zoom Meeting.

1. **Roll Call** Present: Linda Munson, Jill Doll, Layne David, Jennifer Miller, Brenda Anderson, Janelle Mathies, county representative at large, Lynn O’Kane, school representative, and Library Director, Nancy Ashmore. Absent was Edward Hayes-Hall, county representative, and Nancy DuCharme.
2. **Motion** by David, second by Doll to certify the open meeting law agenda requirements. Roll call vote was unanimous.
3. **Motion** by Mathies, second by Miller to approve the Board minutes from July 21, 2020. Motion carried.
4. **Motion** by Doll, second by Anderson to approve the monthly bills. Roll call vote was unanimous.
5. **President’s Report**
  - We are talking about making yard signs for Super Readers. They would have to reach a reading goal and then they would get a sign for their yard.
  - We will be applying for an Alliant Energy Grant for a community read program.
6. **Fundraising Update**
  - The Friends group has talked about doing another fundraiser. Nancy and George Eastman might do another Pampered Chef party two weeks before Thanksgiving.
  - Our Bingo idea has not gone any further yet.
  - A new idea is a birthday fundraiser. When someone has a birthday, a family member or friend calls the library and we go and put flamingos in their yard for \$10-\$15.
  - We decided our donor display should be a tree with leaves. We will put it on the wall near Ashmore’s office.
  - Miller and Doll will get prices on the tree and work on the Bingo fundraiser.
  - Our brick fundraiser is slow. We get free shipping on 300 or more bricks, but we could go pick up the bricks that are done. If we install what we have, it might generate more interest.
7. **Landscaping Update**
  - A lot of landscaping, weeding, and watering has happened this summer.
  - We want to get some fall mums.
8. **Open hours update**
  - We are going to switch Monday afternoons to family hours instead of curbside pickup.
  - Open hours for patrons 15 and older are Tuesday 9-1, and Thursday 2:30 to 6:30. Up to 10 patrons can be in the library at one time.
  - Family hours are by appointment on Monday 1-4, Wednesday 9-12:30, and Friday 9-12:30.
  - Curbside pickup is Wednesday and Friday by appointment.

**9. Summer Reading Update**

- There was a fair turn out for the scavenger hunt. We would have liked more families.
- Movie night is Saturday night to watch *Knives Out* at 8:30 pm in the parking lot. Everyone brings their own chairs.
- There is a Dinosaurs and Dragons event on Thursday, August 20<sup>th</sup> at 1 pm at the pool.
- Summer Reading ends August 31<sup>st</sup>.

**10. Bylaws Review**

- Some changes need to be made to the Bylaws because we have changed the number of library board members.
- Anderson will type up the changes to be approved at the next meeting.

**11. Preliminary Budget Information**

- There will be a budget meeting with the city in the next week or two.

**12. Library Director's Report**

- There was not a staff meeting. It is hard to schedule a meeting with the new library schedule.
- Statistics are not done yet. Ashmore will email them when they are done.
- Computers – A cell phone works as a hotspot. We could take the laptop with the hotspot and check out books.
- We have been approved for a grant to get 5 hotspots. Ashmore is working on the details.

**13. Topics for Next Meeting** – Next Meeting is Tuesday, September 15<sup>th</sup> at 5:30 pm

- Review the Bylaws
- Donor names
- Bingo Fundraiser

**14. Motion** to adjourn at 6:52 pm p.m. by David, second by Miller. Motion carried.

Submitted by Brenda Anderson  
Secretary