

# Library Board Minutes

August 17, 2021

## **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 5:00 pm on Tuesday, August 17, 2021, at the public library.

1. **Roll Call** Present: Linda Munson, Jill Doll, Jennifer Miller, Layne David, Brenda Anderson, Gary Koch, county representative, Janelle Mathies, county representative, and Library Director, Nancy Ashmore. Nancy DuCharme arrived 5:03 pm. The school representative position is vacant.
2. **Motion** by David, second by Koch to certify the open meeting law agenda requirements. Motion was unanimous.
3. **Motion** by Miller, second by Doll to approve the Board minutes from July 27, 2021. Motion carried.
4. **Approval of the monthly bills**
  - **Motion** by Doll, second by Anderson to approve the monthly bills. Roll call vote was unanimous.
5. **Thank you to Pam Lorenz for the lovely library quilt**
  - Pam Lorenz created a wonderful quilt using several summer reading t-shirts from prior years.
  - Ashmore showed the quilt to the board, and everyone was very thankful for lovely quilt.
  - Nancy DuCharme arrived at 5:03 pm.
6. **Enter Closed Session**
  - **Motion** by Anderson, second by David at 5:04 pm to enter closed session per State Statutes 19.85(1)(c)(d). Considering employment, promotion, compensation, or performance data of any public employee over whom the governmental body has jurisdiction or exercises responsibility, re Director's Office. Roll call vote was unanimous.
7. **Reconvene into Open Session**
  - **Motion** by David, second by Koch to reconvene into open session at 5:29 pm. Roll call vote was unanimous.
8. **Discussion on request from American Red Cross for use of the Safe Room during emergencies**
  - This is moot as the City believes Hoffman Hall would be a better facility.
  - The library is intended for short-term events like a tornado. The library does not have showers.
9. **President's Report**
  - A reporter for the La Crosse Tribune wants to write a story about our Pride Month display.
  - Our fountain is not working. A plumber from Portzen came and said it would cost \$4,000 to \$5,000 to repair. We will look at other options to repair the fountain.
10. **Fundraising – updates?**
  - The Friends' Pampered Chef fundraiser could potentially make \$3,000 if all the tickets are sold.
  - The raffle tickets need to be turned in by the end of the week.

**11. Budget Planning**

- Ashmore presented some budget numbers, but they are not finalized. We still need information from the City.

**12. Sustaining Membership Agreement**

- The contract with the Southwest Library system is basically the same as in the past.
- A couple differences are now there is a way to allow new libraries to join and if a library wants to use a third-party software it needs to be approved by the system.
- Motion by Koch, second by Doll to approve the sustaining membership agreement with the Southwest Wisconsin Library System. Roll call vote was unanimous.

**13. Info on window coverings**

- No information was gathered yet, so this item will be moved to next month's agenda.

**14. Summer Reading**

- The final Amazing Race is today, with a great turn-out.
- On Friday there is a carnival from 10 am to 1 pm for the final event for Summer Reading.

**15. Library Director's Report**

- Staff Meeting – They discussed summer reading. Meetings are typically Thursdays at 1 or 2 pm.
- Statistics – Ashmore was disappointed that the statistics went down slightly in July. Summer reading was going on and normally numbers go up.
- Computers and Technology – Ashmore got information on Hoopla. It would be about \$3,120 per year for the service and that would only allow 40 patrons to use the service. Ashmore will send out a trial membership link to the board members.

**16. Topics for Next Month – Tuesday, September 21<sup>st</sup> at 5:00 pm**

- Budget
- Window Coverings
- Fountain

**17. Motion** to adjourn at 6:00 p.m. by David, second by Mathies. Motion carried.

Submitted by Brenda Anderson  
Secretary