

Prairie du Chien Memorial Library

Minutes of Prairie du Chien Memorial Library Board of Trustees Meeting

1. President Linda Munson called the meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:00 p.m. on Tuesday, February 28, 2023, at the public library.
 - **Roll Call**
 - **Present board of trustees:** Linda Munson, Jill Doll, Brooke Teynor–School District Representative, Mark Gilberts–County Representative, Ashley Erickson, Nancy DuCharme, Jennifer Miller, and Wendy Scherer. **Absent: Nancy DuCharme**
2. **Motion** by Doll, second by Miller to certify the open meeting law agenda requirements. Roll call was unanimous.
3. **Approval** of January 17, 2023, Library Board Meeting minutes. Motioned by Gilberts and Second by Doll. Motion Carried.
4. **Approval** of Monthly Bills. Motioned by Doll and Second by Erickson. Roll call unanimous. Motion Carried.
5. Nancy DuCharme arrived at 5:13 p.m.
6. **President's Report**
 - The library would like to make updates to the library page application.
 - The library book sale, hosted by the Friends of the Library, will be held Friday, March 17th, and Saturday, March 18th.
 - On Saturday, March 18th the library book sale will run until 2 pm to be included in Saturday's Prairie du Chien Main Street Shop Hop. Cafe Hope is providing coffee to the library for this event.
 - For the library book sale to be included in the advertising for the Shop Hop, the library will need to provide a gift for the big Shop Hop drawing.
 - The library board has decided that we will also be offering a coupon for \$10 off a brick purchase in the Shop Hop coupons.

- High School English Teacher, Natalie White, will be bringing a group of students to help set up the Library Book Sale along with the library pages.
- Book Sale money will go towards purchasing signs for the Summer Reading Program.
- New leaves for the tree will be going up soon.

7. **Director's Report**

- Elisabeth has made some updates to the statistics report.
- The library board suggested adding last year's statistics to the report to do comparables to this year's numbers. Elisabeth agreed to the update.
- Library numbers were good for January.
- Expecting good numbers for February as well, due to the Blind Date with a Book event.
- The library has been purchasing new books and crafting supplies.
- Purchases have also been made to get a jump on summer reading.
- Library employees will be going to the schools in May to discuss the Summer Reading Program with school staff and students.
- The library will be hosting a Book March Madness. There will be a prize giveaway to the Book March Madness winner.
- The library has been hosting Fun with Sting, Lego Club, Book Club, ADRC, whittling, which has seen an attendance improvement, and Tai Chi, which has been very popular.
- Author events will start again in May.
- The annual report is finished. Elisabeth can provide copies to anyone that would like to look it over.
- Elisabeth has been getting quotes for the Summer Reading Program yard signs.
- Elisabeth and the board discussed options for choosing yard sign designs and reading goals that need to be met to qualify to receive a sign. The idea to have the signs available for sale was also discussed.

8. **Motion** to adjourn at 5:45 p.m. by Miller, second by Gilberts. Motion Carried.

Submitted by:

Brooke Teynor-Secretary