

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 p.m. on Monday, February 16, 2026, at the public library.
 - **Roll Call**
 - **Present board of trustees:** Linda Munson, Kurt Smith, Jill Doll, Jennifer Miller, Wendy Scherer, Ashley Erickson, Mark Gilberts-County Representative, and Brooke Teynor-School District Representative.
 - **Motion** by Doll, seconded by Smith, to certify the open meeting law agenda requirements. Roll call was unanimous.
2. **Approval** of January 20, 2026, Library Board Meeting minutes. Motion by Scherer and seconded by Miller. Motion Carried.
3. **Approval** of Monthly Bills. Motioned by Teynor and seconded by Erickson. Roll call was unanimous. Motion Carried.
4. **President's Report**
 - Linda went over chapters 16, 17, and 18 of the Trustee Essentials Training with the board.
 - The Soup To Go event went very well. The event raised about \$1,300 after costs. There wasn't much soup left over, but what was left was donated to the Prairie du Chien Police Department.
 - The upcoming Book Sale will take place on Friday, March 13, from 9 am-5 pm, and on Saturday, March 14, from 9-11:30 am. The Friends of the Library will get to shop the sale early on Thursday, March 12, 2026, from 4-6 pm. Linda is looking for high school groups to volunteer with the sale setup on Tuesday and Wednesday after school.

5. Director's Report

- A new router was installed recently. Winona Controls and Mediacom both had to help with the install. It took a while to get it up and running, but it is working now.
- Midwest Alarm was also in the library. Everything passed their tests.
- Elisabeth presented the bill for Nichol's Water. They come every three months to service the water softener.
- Elisabeth placed the annual periodicals order. She also ordered some oversized books.
- The library windows were cleaned.
- The Friends group donated baskets for the Blind Date with a Book event.
- There will be some updates to the library furniture soon.
- Elisabeth is halfway through her certification. She has until 2029 to earn the certification, but she would like to get it done sooner rather than later.
- Light switches were changed out in all the study rooms.
- Elisabeth and Teresa have upcoming CPR training. Elisabeth's training is at the end of February, and Teresa's is in March.
- Elisabeth pointed out some highlights from the annual report. The library has active and passive programming. In 2025, the library's active programming reached 9,298 people and passive programming reached 9,675 people. There were a lot of other interesting statistics in the report.
- Elisabeth needed the board to make a motion to approve the annual report.
 - **Motion** was made by Scherer, seconded by Erickson, to approve the library's annual report. Motion carried.
- The library has added a lot of new users already this year.
- Elisabeth has been getting a lot of positive feedback from library patrons.
- Elisabeth needed the board to make a motion to update the following library policies: the loan policy, weather, hazardous, and emergency policy, and collection development policy. No wording in the policies changed; only dates were updated.

- **Motion** was made by Miller, seconded by Smith, to approve the library policy updates. Motion carried.
 - The library will host author Kevin Koch on February 26, 2026, in the community room at 2 pm.
6. **Motion** to adjourn at 5:32 p.m. by Gilberts, seconded by Miller. Motion Carried.

Submitted by:
Brooke Teynor
Secretary