

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 4:58 p.m. on Tuesday, January 20, 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 December 8, 2025, Library Board Meeting minutes. Motion by Gilberts and seconded by Smith. Motion Carried.
3. **Approval** of Monthly Bills. Motioned by Doll and seconded by Teynor. Roll call was unanimous. Motion Carried.
4. **President's Report**
 - Linda went over chapters 13, 14, and 15 of the Trustee Essentials Training with the board.
 - The Soup To Go event will take place on Wednesday, January 28, 2026, and will be catered by Chef Amber. The chef will be making four different kinds of soup. A cookie and a piece of French bread will be included with the meal. The cost is \$6. Linda has posted fliers around the community promoting the event. There have been over 50 pre-orders so far. The proceeds of the soup event will go towards replacing chairs around the library.

5. Director's Report

- The annual statistics are in for 2025. The 2025 budget ended in a good spot, and Elisabeth was comfortable with it. The library ended up buying extra books, and there were a few extra repairs at the end of the year. Library statistics were a little lower than last year, but Elisabeth is hopeful that the statistics will bump up for 2026.
- There will be an extra Winona Controls bill coming soon.
- The internet part has been down. Elisabeth had someone down to look at the issue. There will be a bill for that coming as well.
- New user numbers are up.
- The study rooms have been packed out.
- Midwest Alarm is coming in for their annual check. A planned alarm test will happen around 2:30 on Friday, January 23rd.
- The library's annual report will be coming out soon. It will open on Wednesday or Thursday for Elisabeth to start working on. The report will be completed and shared at the February library board meeting.
- Elisabeth will be doing some CE updates and training. They have winter webinars that help Elisabeth get ahead for the year.
- Upcoming library events are a watercolor class hosted by Teresa in early February and Blind Date With a Book for the month of February.
- Library staff started summer reading prep towards the end of November and into December. This year's theme will be Unearth a Story and dinosaurs.
- The art currently displayed in the library's gallery is by the library's own, Teresa Champion.
- There were some library staff out sick, but everyone has been flexible and stepped up to cover when needed.
- Storytime and Tai Chi have been very well attended.
- Elisabeth will be receiving a check from the county. The amount expected did reflect the 10% increase.

- Elisabeth asked the board to approve some recent library policy updates. The policies did not change, but dates were updated.
 - **Motion** was made by Miller, seconded by Erickson, to approve the library policy updates. Motion carried.
- 6. **Motion** to adjourn at 5:24 p.m. by Smith, seconded by Miller. Motion Carried.

Submitted by:

Brooke Teynor

Secretary