

# 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, July 19, 2022, at the public library.
  - **Roll Call**
    - **Present board of trustees:** Linda Munson, Wendy Scherer, Jennifer Miller, Mark Gilberts – County Representative, and Brooke Teynor–School District Representative. **Absent Jill Doll, Nancy DuCharme, and Ashley Erickson**
2. **Motion** by Teynor, second by Scherer to certify the open meeting law agenda requirements. Roll call was unanimous.
3. **Approval** of June 21, 2022 Library Board Meeting. Motioned by Gilberts and Second by Miller. Motion Carried.
4. **Approval** of Monthly Bills. Motioned by Miller and Second by Teynor. Roll call unanimous. Motion Carried.
5. **President’s Report**
  - The fountain is not working properly. It is circulating water, but not recirculating water, causing the library water bills to be high. We are looking for options to fix the issue, but aren’t having much luck. Discussed other options for the fountain until it can be fixed.
  - The new library parking signs were put up in the library’s back parking area.
  - The library had a good turnout for the 150th-anniversary medallion hunt.
6. Ashley Erickson was present at the Library Board Meeting at 5:16 pm
7. **Director’s Report**
  - Library Statistics for June have gone up.

- Check-outs and circulation almost doubled.
- A large number of new cards were opened. Summer reading events have helped with the boost.
- Door counts also increased. The library is looking to install a door counter on the back library entrance to get a more accurate count. The counter will be paid for through a grant.
- 496 new items added.
- 365 patrons signed up for Summer Reading.
- Patrons were happy that Summer Reading was made simpler this year.
- Summer Reading ends July 29th.
- All the library employees have been pitching in to make sure things keep moving along smoothly.
- Great turn out for Rivers & Bluffs, Dinosaur event, and the June and July Tie-Dye events.
- Elisabeth attended the Excel Class offered by the city.
- The library would like to host a couple of authors beginning in September.
- Upcoming events include the ADRC movie, Scavenger Hunt, K-9 day, and End of Summer Reading Party.
- The library is starting to work on a policy to put in place in correlation with the upcoming political season. This policy is to ensure people of all political affiliations feel comfortable at the library. This will hopefully prevent any negative situations from occurring. Meetings with constituents will be allowed, but fundraising will not.
- Trustees' training is coming up in August. Anyone that is interested can attend in person or online.
- A book sale is coming up. A donation request has been posted and calls have already come in with donation offers. The pie sale will be held on the same day.
- Elisabeth will be featured on an upcoming radio spot, where the book/pie sale will be discussed.
- Kevin Kluesner was suggested for a returning author event. He will hopefully come again in April 2023.
- The budget is still doing well.

- Quite a few new books and DVDs ordered.
  - Large print popularity has skyrocketed.
8. \*Enter CLOSED SESSION per state statute 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. Motioned by Scherer and Second by Gilberts at 5:22 p.m. Roll call unanimous.
9. Reconvene into OPEN session. Motioned by Erickson and Second by Gilberts at 5:27 p.m. Roll call unanimous.
- Motion was made by Teynor and Second by Gilberts to give Elisabeth an additional week of vacation, along with a huge “Thank you!” for the wonderful job she is doing. Roll call on this motion was unanimous. Motion carried.
- 10. Motion** to adjourn at 5:29 p.m. made by Gilberts, second by Miller. Motion Carried.

Submitted by:  
Brooke Teynor  
Secretary