

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 5:01 p.m. on Monday, June 16, 2025, at the public library.
 - **Roll Call**
 - **Present board of trustees:** Linda Munson, Wendy Scherer, Jill Doll, Jennifer Miller, Mark Gilberts–County Representative, and Brooke Teynor–School District Representative. **Absent: Kurt Smith and Ashley Erickson.**
 - **Motion** by Miller, seconded by Teynor to certify the open meeting law agenda requirements. Roll call was unanimous.
2. **Approval** of May 19, 2025, Library Board Meeting minutes. Motion by Teynor and seconded by Doll. Motion Carried.
3. **Approval** of Monthly Bills. Motioned by Doll and seconded by Gilberts. Roll call was unanimous. Motion Carried.
4. Ashley Erickson arrived at 5:08 p.m.
5. **President’s Report**
 - Linda met with the Friends of the Library on the morning of June 16th regarding the Schlect Family Foundation endowment opportunity for the library. The Friends chose to move forward with the opportunity and provided the library with the full required \$3,750 starting amount. This library endowment account will start with a \$7,000 balance after the foundation matches funds deposited from the Friends.
 - Linda discussed the possibility that an outside anonymous donor is willing to do a further match to the endowment account.

6. Director's Report

- Elisabeth discussed solutions to the panel peeling in an upper area near the desk. The solution is to use pieces of wood that will match the wood on the desk to help stop the peeling.
- The start of summer reading has been going very well.
- The numbers for summer reading have been wonderful. There have been 280 sign-ups in the kids' age group. There have been over 100 adult and young adult sign-ups.
- There were over 35 patrons in attendance for the movie night.
- There were over 130 patrons who participated in the scavenger hunt. 100 people completed the hunt.
- Rivers and Bluffs Day brought four kittens and one puppy to the library. Over 170 patrons attended this event.
- Storytime with Police Chief Teynor and his K-9, Hawk, brought in over 85 kids.
- Patrons have been doing very well keeping the library's toy area picked up this summer.
- Upcoming summer reading events include the Bob Ross Paint and Craft Night on June 17th, a Magic Show with balloon animals on June 19th, and Plant Day Storytime on June 20th. Attendees of the Plant Day Storytime will go home with a plant. Alpacas are scheduled to be at the library on June 24th, weather permitting.
- The library will host a June Cook Book Club
- There will be an upcoming movie day for the Book Club.
- Elisabeth would like to give a shout-out to the library staff for pitching in while she has been off-site. Everything has run very well.
- A special thank you to Teresa for running everything in Elisabeth's absence and to Chris for getting organizations to donate to summer reading.
- Thank you to the Partners and the Lions Club for their donations to the Summer Reading Program.
- Elisabeth shared some fun statistics for our library with the board. She plans on sharing more statistical highlights for our library with the board

in future meetings. Highlights will include popular check-outs for magazines, non-fiction, fiction, children's books, etc.

- Fiction and large print have both been doing amazingly well. Non-fiction has also been strong.
- Community room usage has been a hot-button topic. Elisabeth is looking for suggestions or direction from the board on how to handle increased usage and meetings that are held outside of library hours once City Hall's meeting space becomes unavailable. She looked into getting cameras to hook up with the city's system, but the cost is too high, and the library can't afford that option at this time. Other options are after-hours staffing, but only up to a certain time, and possibly having on-duty police officers swing by to do a check during their shift.
- Elisabeth will present an updated community room usage agreement for after-hours meetings at the next board meeting. This update will include a mix of City Hall's policies and the library's policies for meeting space usage.

7. **Motion** to adjourn at 5:44 p.m. by Miller, seconded by Scherer. Motion Carried.

Submitted by:
Brooke Teynor
Secretary