

# 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, October 15, 2024, at the public library.
  - **Roll Call**
    - **Present board of trustees:** Linda Munson, Jill Doll, Wendy Scherer, Jennifer Miller, Mark Gilberts–County Representative, and Brooke Teynor–School District Representative. **Absent: Nancy DuCharme and Ashley Erickson**
    - **Motion** by Doll, Seconded by Teynor to certify the open meeting law agenda requirements. Roll call was unanimous.
2. **Approval** of September 17, 2024, Library Board Meeting minutes. Motion by Doll and Seconded by Gilberts. Motion Carried.
3. **Approval** of Monthly Bills. Motioned by Doll and Seconded by Miller. Roll call unanimous. Motion Carried.
4. **President’s Report**
  - Linda asked that each library board member bring a bag of candy to the library for trick-or-treating. Please have candy to the library before October 31st.
  - The library will be hosting author Kevin Kluesner on Saturday, November 30th.
  - Elisabeth will be attending the WLA in Green Bay from November 5th to 8th.
  - The Friends of the Library annual meeting will be on Thursday, October 17th. A snowman painting event will be held following the meeting.
  - Update on the final bill of the library. The City of Prairie du Chien paid a little more on the bill this year. The exact amount was unknown at the

time of this meeting. The library is still looking for donations to help pay off the remaining balance.

**5. Director's Report**

- Elisabeth has requested that the board approve closing the library on Tuesday, October 29th for a staff in-service day
  - **Motion** was made by Doll, and seconded by Teynor to approve closing the library for a paid staff in-service day on October 29th. Motion carried.
- 6. \*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 Miller and Seconded by Doll at 5:03 p.m. Roll call unanimous.
- 7. Reconvene into OPEN SESSION. Motioned by Doll and Seconded by Gilberts at 5:14 p.m. Roll call unanimous.
- 8. **Motion** was made by Scherer, seconded by Miller that starting January 1, 2025, all full-time library employees will receive a pay increase equal to other full-time employees of the City of Prairie du Chien. Part-time library employees will receive a \$1.00 pay increase. Roll call on this motion was unanimous.
- 9. **Motion** to adjourn at 5:31 p.m. by Miller, seconded by Gilberts. Motion Carried.

Submitted by:  
Brooke Teynor  
Secretary