

Minutes of Prairie du Chien Memorial Library Board of Trustees Meeting

President Linda Munson called the meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:03 p.m. on Tuesday, March 16, 2021 at the public library.

1. **Roll Call** Present: Linda Munson, Jill Doll, Jennifer Miller, Gary Koch, county representative, Janelle Mathies, county representative, and Library Director Nancy Ashmore.
Absent were Brenda Anderson, Layne David, Nancy DuCharme and Lynn O'Kane, school representative.
2. **Motion** by Miller , second by Munson to certify the open meeting law agenda requirements. Roll call was unanimous.
3. **Approval** of February 18, 2021, Board Meeting. Motioned by Mathies and Second by Koch. Motion Carried.
4. **Motion** by Doll, second by Miller to approve the monthly bills. Roll call vote was Unanimous, motion carried.
5. **Treasurer** Doll went over the money that was raised at the Bingo Fundraisers.
Funds Collected as as Follows:
February 21, 2021 Collected: \$785.00
March 7, 2021 Collected: \$638.00
Total money Raised: \$1,423.00
We Have one more Bingo event planned for March 21, 2021.
6. **President's Report -**
 - Linda has made Jen Miller Library Board Member of the month due to all the Fundraising efforts Jen had made. Keep up the great work Jen!
 - The Friends of the Library Group holds the 501C3 that we as the Library used to hold events like Bingo. This also aids the Library in getting Grants and we run the donations through that. Looking at different ways for the Friends group to aid the Library in fundraising efforts.
 - Looking for new ways to get more community involvement.
 - Did some bookmarks, posters, and other advertisements to see if that would increase community involvement in our Library Bingo games. Waiting to see if that brought in more community members.
 - Installation of the donor tree to happen soon. We have the Leaves and the Stones with the donor names on them. Need to put the tree up and get the

leaves on the tree. Hopefully the Newspaper will come take pictures and do an article. Thank you to all the Donors and Sports World for making our tree idea a reality.

Up date on **Library open hours**

Monday - Thursday : 9 a.m. to 7 p.m.

Friday : 9 a.m. to 5 p.m.

Saturday : 9 a.m. to 1 p.m.

New hours starting March 22, 2021. Masks are still required and 20 people are allowed in the Library at a time.

7. Director's Report

- Can use study rooms now and small groups allowed if permitted by Nancy, Library Director.
- Building update: Toilets on the new side of the Building stopped functioning properly. Water was coming up drains in the basement The pump had stopped. Plumbing contractor came and cleaned out the pump and put it back in. Still under warranty. Roof is still having issues. Water is running down the walls in the art gallery. Called to have it looked at.
- Our bright yellow cabinet came. Looks good and it is starting to get used.
- Had a good staff meeting. Talked about building security. Staff asked for bell announcers on the front and back doors. They are reorganizing and are updating the web site. Nancy hopes to get the door counter in.
- MyPay, the program used by staff to keep track of the hours they work, has been started. Board members looking into learning more about this and how it works.

8. April Agenda Items - Next meeting is Tuesday, April 20, 2021 at 5:00 pm.

Updated hours, Building report update, and Employee Break policy.

9. Motion to adjourn at 5:55 pm by Mathies, second by Miller . Motion Carried

Submitted by Jill Doll

Treasurer