

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 5:15 p.m. on Tuesday, May 16, 2023, at the public library.
 - o **Roll Call ■ Present board of trustees:** Linda Munson, Ashley Erickson, Nancy DuCharme, Jennifer Miller, and Mark Gilberts. **Absent: Jill Doll, Wendy Scherer, and Brooke Teynor-School District Representative**
2. **Motion** by Gilberts, second by DuCharme to certify the open meeting law agenda requirements. Roll call was unanimous.
3. **Approval** of April 18, 2023, Library Board Meeting minutes. Motioned by Miller and Second by Erickson. Motion Carried.
- 4.. **Approval** of Monthly Bills. Motioned by Miller and Second by DuCharme. Roll call unanimous. Motion Carried
5. **Motion** by Gilberts, second by Ducharme to renominate all current officers to keep their executive positions. Motion carried. Munson wants reelection next year at the April meeting vs. May. May is too busy.
6. **President's Report**
 - o Linda and Elisabeth attended the April 18, 2023 city finance meeting to discuss the money the library still owes. At the end of the year the city allocates any unobligated money to various funds and departments. The city has agreed to allocate a percentage of these remaining funds to the library bill each year. The library still plans to try and raise \$25,000 over the next few years. We are also looking to find donors who would like to donate to a designated area of the library and have their name recognized in that area.

- Discussed T-shirt fundraiser. Brain stormed new ideas such as tote bags. We decided to open a store through Sports World with two different logos, colors and such. This will replace the sign fundraiser we were working on for now.
- The author event with Kevin Kluesner was very interesting and entertaining. The library had some snacks and the event proved to be successful as both parties sold many copies of his books. JoyAnne Ribar is the upcoming author event.

7. Director's Report

- The library budget is on track for the year. They are actually under budget as of the April meeting. Elisabeth is still under in books as she was saving to get more new ones in for summer reading.
- Elisabeth is sending out summer reading videos to the local schools. It will be posted online also. The Courier is doing a story on it. Elisabeth will also be doing an interview on the radio.
- The color contest just finished with Royal Bank that they hosted. They had beautiful gift baskets.
- Elisabeth discussed being very prepared for summer reading. They continue to decorate the library. Also putting out the many prizes, baskets, and creating the theme. On childrens side "Bee Part of your community" The teenagers sides theme is High school musical, "All of us Together"
- Upcoming events include graphic novels, alpaca's, parks and rec with every summer reading sign up in the first week gets a free pool pass. Also 20 park passes drawing from June 1 - 15
- Winona Controls still needs to add the new pipe addition to keep the fuel smell out of the library. This should be happening soon. Elisabeth was just notifying us to watch for the bill.

8. Motion by Gilberts, second by Munson at 5:33 p.m. to 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 government body has jurisdiction or exercises responsibility. Roll call vote was unanimous.

9. **Motion** by DuCharme, second by Erickson to reconvene into open session at 5:45 p.m. Roll call vote was unanimous.

- **Motion** by DuCharme, second by Gilberts to accept dress code made into policy effective on May 17, 2023. Roll call was unanimous.

10. **Motion** to adjourn at 5:52 p.m. by Miller, second by Erickson. Motion carried.

Submitted by:

Jennifer Miller–Vice President