

Library Board Minutes  
May 21, 2024

### **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 5:01 p.m. on Tuesday, May 21, 2024, at the public library.

**Roll Call** Present: Linda Munson, Ashley Erickson, Jill Doll, Jen Miller, Wendy Sherer, Mark Gilberts, county representative, Nancy DuCharme, and Library Director Elisabeth Byers.

Absent was Brooke Teynor, School Representative

**Motion** by Miller, second by DuCharme to certify the open meeting law agenda requirements. Roll call was unanimous.

**Approval** of April 16, 2024, Board Meeting minutes. Motioned by Gilberts and Second by DuCharme. Motion Carried.

**Motion** by Doll, second by Miller to approve the monthly bills. Unanimous, motion carried.

#### **Election of Officers:**

Linda Munson as President

Jen Miller as Vice President

Brooke Teynor as Secretary

Jill Doll as Treasurer

A Motion was made by Gilberts to re-elect the officers as they are currently and Second by Erickson. Roll call vote was Yea's, excluding Linda Munson who abstained from vote, motion carried.

#### **President's Report -**

All Board members received a copy of the new South West Wi Library agreement. This agreement is to be part of the Library system. Cost for this next year is not known yet. Mary Ann Stemper Donations are postcards, Digital book copies, and a Basket that was made by Emma Big Bear. The Basket was given to Mary Ann to keep care of by a friend. The Basket and Books are to stay with the Library permanently. The postcards, may at some future date, be given to the Prairie du Chien Museum.

Talked about getting a plaque and glass container for the Basket.

Update on the County Library meeting- Linda and the Library Directors will be going to the County Finance Committee on June 12th to ask for a 78% reimbursement, the current state mandated reimbursement is 70%, which has been in place since 1997.

The County Library Committee is required to update the County Library Plan every 5 years. This finished plan will be presented to the County Board at their August meeting.

## **Director's Report**

- Study room has been very busy
- Brianna and Chris sent out letters for donations for our Summer reading program. We have had a great response. It is great that our Community is donating towards our kids and the summer reading program.
- Classrooms from B.A. Kennedy have been visiting the library.
- Flyers and Videos have been sent to the schools for our summer reading program. Wendy said she will put up flyers in the school and forward the Video. The summer reading video is on our Library website. Sign up starts June 3rd and continues throughout the program.
- Barb is back working at the Library
- Elisabeth has been going to Organizations and clubs to talk about our Library. This past week she went to the Women's Civics Club.
- New computers are coming. Mediacom is almost finished with fiber optics for the library.
- The Friends of the Library have purchased 40 State park day passes. People have until May 31st to enter into a drawing for the day passes.

Went into **Closed Session** at 5:34 p.m. motion by Gilberts and Second by Ducharme. Entered Closed Session per State Statutes 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.

Reconvene into **Open Session** at 5:42 p.m.

Gave Elisabeth her Board of Directors yearly evaluation and her yearly Staff evaluation. Staff evaluations were very positive. The Board of Directors would like to Thank Elisabeth for making the library a place everyone likes to come and Staff like to work in. We appreciate all the work the staff does.

**Motion** by Doll and Second by Erickson to Give the full time Library assistant a \$1.00 an hour increase during any time period that the Library Director is gone for 5 days or more. Motion carried.

**June Agenda Items** - Next meeting is Tuesday, June 18, 2024 at 5:00 pm.

Update on Park day passes

Movies Every Friday

**Motion** to adjourn at 5:48 pm by Sherer, second by Gilberts. Motion Carried

Submitted by Jill Doll  
Treasurer