

Prescott Public Library Board of Trustees Monthly Meeting Minutes March 22, 2018

Present: Charity Lubich, Dave Finley, Kate Otto, Susan Oney, Carissa Langer

Absent: Anne Kressly, Galen Seipel

Call to Order: President Lubich called the meeting to order 6:35pm. with a roll call of Board members confirming that a quorum was present. This meeting is in compliance with the open meeting law.

Agenda: A motion to approve the agenda for March 22, 2018 was made by Kate Otto, seconded by Dave Finley, and carried.

Approval of Minutes:

A motion to approve the February 15, 2018 Library Board minutes was made by Kate Otto, seconded by Susan Oney, and carried.

Director's Report March 2018

Revenue: March	
Fines & Fees	\$290.00
Copies & Fax	\$96.00
Book Sale & Donations	\$20.00
Total	\$406.00

Library Statistics

February	2016	2017	2018
Total Circulation (Checkouts & Renewals)	4,584	3,826	4,127
Checkins	3,364	3,137	3,091
OverDrive & Freeding Checkouts	400	465	534
Pharos Internet Management	258	232	213
Door Count	2,658	2,716	2,717
Wireless Sessions	840	914	689
Website Visits	1,493	1,379	1,017

Programming Statistics

Event Attendance (February 2018)												
Age Levels	Storytime (8)	Coloring Craze(2)	Tail Waggin Tutors (4)	Infant Lapsit (2)	Teen Book Club	TAB	Lego Club	Knot Just Knitting	Pizza/movie Night	Yoga	Totals	
Adults	53	11	8	3	1	2	7	2	21	21	129	
Teens		0	0	0	8	14				5	27	
Children	88	0	14	5			21			22	150	
Totals	141	11	22	8	9	16	28	2	48	21	306	

*Number of times event occurred is (1), unless otherwise noted.

On-going Programs

1000 Books Before Kindergarten Registrations as of February 28, 2018 = 156
23 children have completed the program as of February 28th.

Total number of people served by Programming and Outreach in February 2018 was 306.



Library Updates

Unfunded Need/Furniture Proposal: Monday, March 12, 2018, the board approved unfunded need request was proposed and approved by Prescott City Council. The total amount approved was \$7,000 for library furniture. At the request of the library director, Danielle Welch presented the information to the city council. We will begin steadily purchasing furniture so we have enough time to clear out and move around what we need to.

Allina Health Neighborhood Connection Grant: The Prescott Public Library has been approved for the Allina grant. This funding will go towards programs that promote healthy living, which for us will be Yoga and nutrition classes. The total amount of funding we will receive from this grant is \$3,000. With this amount we will have yoga and nutrition classes for the rest of 2018.

Directors Report:

A motion to approve the Director's Report was made by Kate Otto; seconded by Dave Finley, and carried.

Financial Report:

A motion to approve the presented paid bills for August 17, 2017 was made by Kate Otto, seconded by Dave Finley, and carried.

New Business:

Review and approval of TAB (Teen Advisory Board) Bylaws

A motion to approve the TAB Bylaws was made by Dave Finley, seconded by Kate Otto, and carried.

Review and approval of Mimio projector/screen project

The Prescott Cable Commission approved a up to \$3,500 grant for the library to get a new projector and screen. Public Works will help install the projector and screen and BG Innovations will come and finish the set up. The bid from BG Innovations is \$3,249.00. If it's needed to finish installing, money will come from the library technology expense and building repair/maintenance wages funds.

A motion to approve the Mimio projector/screen project was made by Dave Finley, seconded by Kate Otto, and carried.

Treasurer's Report:

A Treasure's report was reviewed. \$4935.15 balance reported.

Action items for April 2018:

Advertise for new Board Member, live within the city limits of Prescott

Adjourn: A motion to adjourn the meeting at 7:06pm was made by Kate Otto, seconded by Susan Oney.

Next Meeting: Thursday, April 19, 2018 6:30 p.m.

Respectfully Submitted,

Susan Oney