

Prescott Public Library Board of Trustees Monthly Meeting Minutes January 17, 2019

Present: Charity Lubich, Amy Fiege, Susan Oney, Jerry Klasen, Carissa Langer, Galen Seipel

Absent: Anne Kressly, Dave Finley

Call to Order: President Lubich called the meeting to order 6:34pm. 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 modify the agenda for January 17, 2019 was made by Galen Seipel, seconded by Amy Fiege, and carried.

Approval of Minutes:

A motion to approve the December 4, 2018 Library Board minutes was made by Jerry Klasen, seconded by Galen Seipel, and carried.

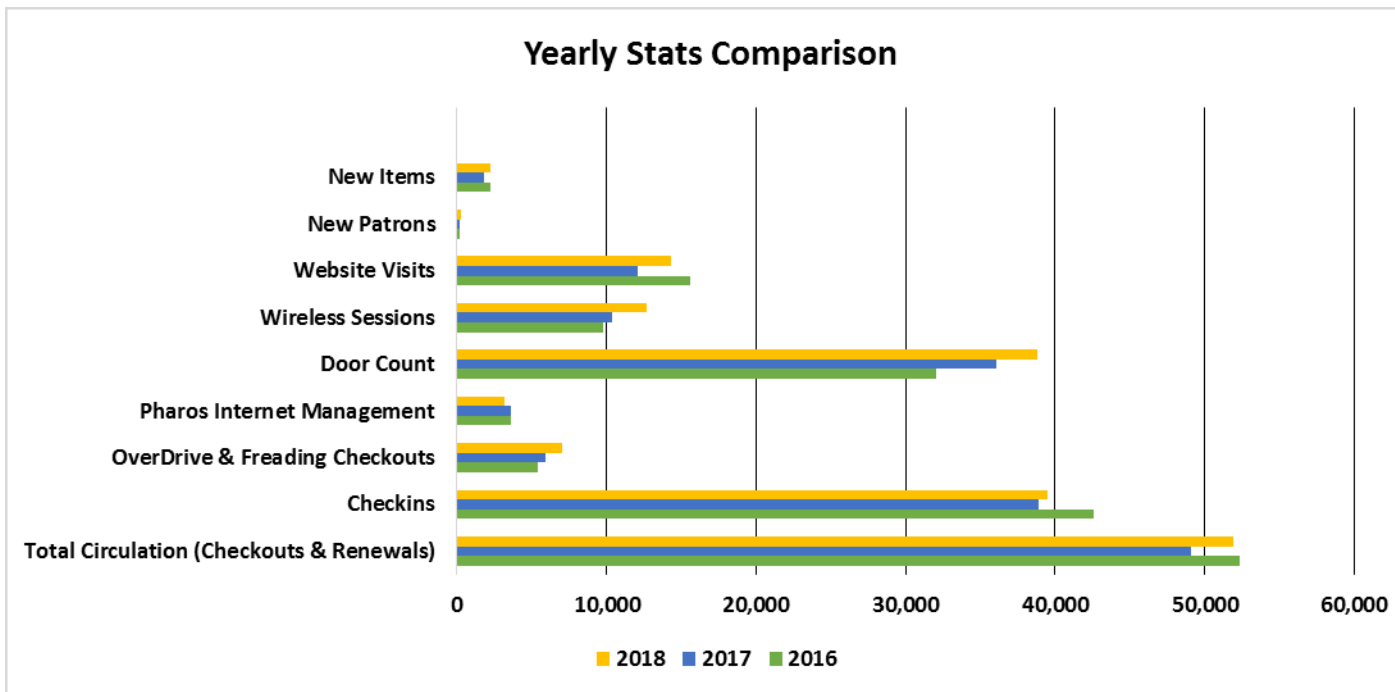
Director's Report January 17, 2019

Revenue: December 2018	
Fines & Fees	\$222.36
Copies & Fax	\$300.90
Book Sale & Donations	\$382.00
Total	\$905.26

Library Statistics

December	2016	2017	2018
Total Circulation (Checkouts & Renewals)	3,592	3,467	3,742
Checkins	3,258	2,614	2,998
OverDrive & Freading Checkouts	447	450	685
Pharos Internet Management	236	216	224
Door Count	2,146	2,258	2,874
Wireless Sessions	745	635	1,110
Website Visits	939	1,457	1,190
New Patrons	17	18	14
New Items	247	105	188

Year Statistics	2016	2017	2018
Total Circulation (Checkouts & Renewals)	52,303	49,082	51,935
Checkins	42,600	38,872	39,498
OverDrive & Freading Checkouts	5,410	5,877	6,994
Pharos Internet Management	3,616	3,595	3,134
Door Count	32,065	36,055	38,821
Wireless Sessions	9,771	10,378	12,641
Website Visits	15,555	12,075	14,343
New Patrons	210	187	248
New Items	2,266	1,777	2,246
*2016 Door Count=Missing June			



Programming Statistics

December 2018

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

Age Levels	Story time (6)	Yoga (6)	Movie (2)	Nutrition Class (3)	Coloring Craze	TAB	Teen Movie Night	Totals
Adults	43	94	3	14	6	1	3	164
Teens			6			6	14	26
Children	56							56
Totals	99	94	9	14	6	7	17	246

1000 Books Before Kindergarten Registrations as of December 31 = 177
27 children have completed the program as of

December.

Total number of people served by Programming and Outreach in December 2018 was 246.

Upcoming/On-going Programs:

- **Yoga:** Mondays at 2 pm & Wednesdays at 10 am (Chair Yoga)
- **Movie Mondays:** Mondays at 5:30 pm- Crazy Rich Asians, Smallfoot, and Operation Finale
- **Adult coloring:** First and Third Tuesdays at 2:00 pm
- **Storytime:** Tuesdays at 6:00 pm & Fridays at 10:30 am

Library Updates

Training:

- Director and one staff member will attend a cataloger refresher certification in Eau Claire. This training is required from IFLS each year.
- All staff completed an online training course by Ryan Dowd about homelessness and libraries. The training was specific to homelessness but is relevant and applicable when working with the public.
- The director's second certification course will be Organization and Management of Collections, which will begin on January 28, 2019.

Allina Health Neighborhood Grant:

In 2018 this grant covered the cost of yoga classes and Wednesday night health and wellness classes here at the library. We have applied for this grant again for 2019, which will allow us to offer yoga classes twice a week spanning from April through December. We will find out if we were approved at the end of March.

Since the grant wouldn't take effect until April, we have budgeted Monday yoga classes to be paid for out of the programming budget. We have received donations from our wonderful patrons which will allow us to cover Wednesday classes. This has become one of our most successful on-going programs here at the library. Those who attend, love having this available and our numbers for this program only keep growing.

Directors Report:

A motion to approve the Director's Report was made by Amy Fiege, seconded by Galen Seipel, and carried.

Financial Report:

A motion to approve the presented paid bills for December 2018 was made by Jerry Klasen, seconded by Galen Seipel, and carried.

New Business:

- Staffing Update - Reposted the vacate position. Interviewing for replacement for Danielle, hope to hire and have selected person start by end of the month.
- Review and possible action on bank account change – Kate gave library checkbook to Carissa. No other action taken.
- A motion to close the library on July 5, 2019 to match City Hall was made by Galen Seipel seconded by Amy Fiege and carried.
- April 18 Library Board meeting moved to April 11, 2019 due to Holy Thursday.

Treasurer's Report: \$3458.41

Issues and assignments for February 21, 2019 Board meeting:

- Review of possible Bank Change
- Staffing Update
- Community needs and area library programming

Adjourn: A motion to adjourn the meeting at 7:08pm was made by Galen Seipel, seconded by Amy Fiege.

Next Meeting: Thursday, February 21st, 2019 6:30 p.m.

Respectfully Submitted,

Susan Oney