

## **Prescott Public Library Board of Trustees Monthly Meeting Minutes December 4, 2018**

**Present:** Charity Lubich, Dave Finley, Amy Fiege, Susan Oney, Jerry Klasen, Anne Kressly, Carissa Langer

**Absent:** Galen Seipel,

**Call to Order:** President Lubich called the meeting to order 6:30pm. 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 December 4, 2018 was made by Anne Kressly, seconded by Amy Fiege, and carried.

**Approval of Minutes:**

A motion to approve the October 18, 2018 Library Board minutes was made by Anne Kressly, seconded by Dave Finley, and carried.

### **Director's Report December 4, 2018**

<b>Revenue: November 2018</b>	
Fines & Fees	\$226.36
Copies & Fax	\$109.05
Book Sale & Donations	\$371.40
<b>Total</b>	<b>\$706.81</b>

**Library Statistics**

<b>October</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Total Circulation (Checkouts & Renewals)	4,403	4,491	4,172
Checkins	3,860	3,515	3,232
OverDrive & Freading Checkouts	452	499	591
Pharos Internet Management	295	334	370
Door Count	3,031	2,982	3,495
Wireless Sessions	880	898	1,243
Website Visits	879	90	1,122
New Patrons	27	19	20
New Items	185	158	210
<b>November</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Total Circulation (Checkouts & Renewals)	4,409	4,031	4,182
Checkins	3,402	3,155	3,081
OverDrive & Freading Checkouts	455	439	563
Pharos Internet Management	268	300	309
Door Count	2,847	2,769	3,339
Wireless Sessions	899	791	1,247
Website Visits	1,242	1,062	1,279
New Patrons	13	11	7
New Items	183	99	248

**Programming Statistics**

**October 2018**

<b>Age Levels</b>	<b>Storytime(6)</b>	<b>Yoga (10)</b>	<b>Leg o Club</b>	<b>Oreo Taste Test Challenge</b>	<b>Movie (5)</b>	<b>Nutrition Class (4)</b>	<b>Teen Book Club</b>	<b>Coloring Craze (2)</b>	<b>TAB</b>	<b>Jane Austen Book Club</b>	<b>Tail Waggin Tutors(2)</b>	<b>Card Class</b>	<b>Totals</b>
Adults	7	138	5	4	21	20	1	6	1	3	2	4	283
Teens				12	9		10		22				53
Children	84	3	13		17						8		125
<b>Totals</b>	<b>162</b>	<b>141</b>	<b>18</b>	<b>16</b>	<b>47</b>	<b>20</b>	<b>11</b>	<b>6</b>	<b>23</b>	<b>3</b>	<b>10</b>	<b>4</b>	<b>461</b>

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

**Outreach**

Activity	Location	Date(s)	Attendance			Total
			Adults	Teens	Children	
4k School Storytimes	Prescott 4K classrooms	10/15/18	11	77		88
YSS Teen Meeting	PPL	10/19/18	12			12
Trunk or Treat	Malone Intermediate	10/28/18	1	16	315	331
<b>Totals</b>						<b>431</b>

**1000 Books Before Kindergarten** Registrations as of September 30 = 176  
27 children have completed the program as of October.

**Total number of people served by Programming and Outreach in October 2018 was 892.**

**November 2018**

Age Levels	Yoga (7)	Leg o Club	Battle of The Books (2)	Movie (2)	Nutrition Class (3)	Bat Program	Coloring Craze (2)	TAB	Tail Wagging Tutors(2)	Jacqueline West	Totals
Adults	101	2	2	9	27	39	7	1	2	7	197
Teens			23	1				12		3	39
Children		4		2		28			3	2	39
<b>Totals</b>	<b>101</b>	<b>6</b>	<b>25</b>	<b>12</b>	<b>27</b>	<b>67</b>	<b>7</b>	<b>13</b>	<b>5</b>	<b>12</b>	<b>275</b>

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

**Outreach**

Activity	Location	Date(s)	Attendance			Total
			Adults	Teens	Children	
Small Business Saturday/Santa Downtown	Prescott Public Library	11/24/18	107	9	55	171
<b>Totals</b>						<b>171</b>

**1000 Books Before Kindergarten** Registrations as of November 30 = 176  
27 children have completed the program as of

November.

**Total number of people served by Programming and Outreach in November 2018 was 446**



Storytime: Fire Truck



Trunk or Treat at Prescott Intermediate School



Small Business Saturday



Author Visit: Jacqueline West

**Upcoming/Ongoing Programs:** Nutrition and Wellness classes, Beginning Yoga, Gingerbread House Contest, LEGO club, Adult Coloring, Storytime, and Movies at the Library. Author visit: Maria Emmerich has been cancelled.

**Volunteer Hours:** The teens have 633 total hours to date (many are over 40 hours for the year).

### **Library Updates**

**ACT 150:** The Pierce county libraries have been working to get our county/ACT 150 reimbursement rate up to 85%. The Pierce County Finance and Personnel Committee voted to keep the rate at 80% for 2019, which they will take to the Pierce County Board of Supervisors budget hearing October 23, 2019. At the county budget meeting on October 23, a supervisor (possibly Rod Gilles or Mike Kahlow) will make a motion to amend the 80% recommendation and open the floor to discussion and consideration of increasing to 85%.

Spring Valley's library board/village representative, Rich O'Connell, has been working on behalf of the Pierce County libraries to obtain this amendment to the committee's recommendation. Rich has drafted a letter which will be sent out to the county board supervisors about the importance of the funding and how it will help our libraries and communities.

The county budget meeting is on October 23, 2019. Courthouse - County Board Room; 414 W. Main St. – Ellsworth, WI. Please consider going to show support for our library and the rest of the libraries in Pierce County.

**Result:** At the Pierce County budget meeting Neal Gulbranson suggested an amendment to the resolution to include both 2019 and 2020 at a reimbursement rate of 80%. Both the motion and the resolution were approved unanimously.

**IFLS:** Has officially changed their name to just IFLS Library System.

### **Directors Report:**

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

### **Financial Report:**

A motion to approve the presented paid bills for October and November 2018 was made by Jerry Klasen, seconded by Anne Kressly, and carried.

### **New Business:**

- ACT 150 Update - 80% for the next two years

At the Pierce County budget meeting Neal Gulbranson suggested an amendment to the resolution to include both 2019 and 2020 at a reimbursement rate of 80%. Both the motion and the resolution were approved unanimously.

- Staffing Update - Interviewing for replacement for Danielle, Offer made to Stephanie Bowen
- Review and approve 2019 library closed dates –  
A motion to approve the 2019 library closed dates was made by Dave Finley seconded by Anne Kressly, and carried.
- Review and possible action on bank account change -  
Gather information for January meeting about various banks in Prescott in order to possibly move banking from BMO.

**Treasurer's Report:** \$4108.41

### **Issues and assignments for January 17, 2019 Board meeting:**

- Review of Bank Account Change
- Programming Update
- Staffing Update

**Adjourn:** A motion to adjourn the meeting at 7:12pm was made by Jerry Klasen, seconded by Dave Finley.

Next Meeting: Thursday, January 17, 2019 6:30 p.m.

Respectfully Submitted,

Susan Oney