

## Prescott Public Library Board of Trustees Monthly Meeting Minutes April 23, 2019

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

**Call to Order:** President Lubich called the meeting to order 6:39pm. with a roll call of Board members confirming that a quorum was present. This meeting is in compliance with the open meeting law.

6:41pm Galen Seipel arrived

**Agenda:** A motion to accept the agenda for April 23, 2019 was made by Anne Kressly, seconded by Dave Finley, and carried.

### Approval of Minutes:

A motion to approve the March 21, 2019 Library Board minutes was made by Jerry Klasen, seconded by Anne Kressly, and carried.

### Director's Report April 23, 2019

2019 Revenue							
	Fines/Fees	Copies/Faxes	Donations	ACT 150	ACT 420	Total	Notes
January	\$291.50	\$134.85	\$13.25		\$224.02	\$663.62	ACT 420-Dunn County
February	\$258.64	\$112.35	\$33.00	\$68,675		\$69,078.99	ACT 150-Pierce County
March	\$335.17	\$341.60	\$50.06		\$216.48	\$943.31	ACT 420-St. Croix County
April						\$0.00	
May						\$0.00	
June						\$0.00	
July						\$0.00	
August						\$0.00	
September						\$0.00	
October						\$0.00	
November						\$0.00	
December						\$0.00	

\* The coin-operated machine for the printer/copier was emptied in March 2018 resulting in a higher amount for copies/faxes compared to previous months.

## Library Statistics

March	2017	2018	2019
Total Circulation (Checkouts & Renewals)	4,321	4,665	4,197
Checkins	3,587	3,410	3,260
OverDrive & Freading Checkouts	575	572	701
Pharos Internet Management	322	255	274
Door Count	3,192	3,262	2,987
Wireless Sessions	829	902	729
Website Visits	1,071	1,336	1,373
New Patrons	9	17	18
New Items	187	203	205

## Program Statistics

Programs: March 2019									
	Storytime	Yoga	Coloring	Movies	TAB	LEGO Club	Tail-Wag. Tutors	Storm Spotter Train.	Total
# Of Times Event Occurred	9	8	2	3	1	1	2	2	28
<b>Age Levels</b>									
Children	73			1		3	5	2	84
Teens					12				12
Adults	56	98	4	6	1	2	7	35	209
<b>Total</b>	<b>129</b>	<b>98</b>	<b>4</b>	<b>7</b>	<b>13</b>	<b>5</b>	<b>12</b>	<b>37</b>	<b>305</b>

### Drop-In Programs

*1000 Books Before Kindergarten:* Registrations as of February 28= 180

30 children have completed the program as of February 2019

*I Found 10 Clovers in the Library Scavenger Hunt:* 47 participants

*Twisted Oak Gift Certificate Raffle:* 173 participants

**Total number of people served by Programming (including drop-ins) and Outreach in March 2019 was 525.**

### Upcoming/On-going Programs:

- Storytime, Yoga, Adult Coloring, Movie Mondays, TAB, LEGO Club, Tail Wagging Tutors

## Library Updates

**Allina's Neighborhood Health Connection Grant (NHC):** The library has been selected to receive the NHC grant for the second year. This grant will span from April 1, 2019 to December 31, 2019. We were approved for a total of \$5,350 which will cover three yoga classes per week. Mondays at 2:00 pm and Fridays at 8:45 am will be Beginning Yoga and Wednesday classes will be chair/adaptive yoga at 10:00 am.

**Directors Report:**

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

**Financial Report:**

A motion to approve the presented paid bills for March 2019 was made by Jerry Klasen, seconded by Dave Finley, and carried.

**New Business**

1. Update on development of Library Friends Group – Library Board had discussion on the purpose of the friends group. Library Board is going to gather more information from area libraries and IFLS about how they are running friends of library.
2. Reviewed Long Range Plan & Technology plan – Carissa presented Long Range and Technology plan to the library board. Discussed future needs which included new study rooms, circulation desk, and self-check desk.

**Treasurer's Report:** \$3592.61

**Issues and assignments for May 16, 2019 Board meeting:**

- Annual Meeting
- Officer Election
- Update on Summer Reading Program
- Update on Friends of the Library

**Adjourn:** A motion to adjourn the meeting at 7:40pm was made by Galen Seipel, seconded by Anne Kressly.

**Next Meeting:** Thursday, May 16, 2019 6:30 p.m.

Respectfully Submitted,

Susan Oney

