

Prescott Public Library Board of Trustees

Monthly Meeting Minutes

April 16, 2020

Meeting held online via Zoom.

Present: Anne Kressly, Amy Fiege, Gerald Klasen, Carissa Langer, Penny Peterson, Galen Seipel (unable to communicate), Susan Oney (technical difficulties)

Absent: David Finley

Call to Order: Anne Kressly called the meeting to order at 6:31 pm 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 accept the agenda for April 16, 2020 was made by Klasen, seconded by Fiege and carried.

Approval of Minutes:

A motion to approve the February 20, 2020 & March 16, 2020 Library Board minutes was made by Klasen, seconded by Peterson and carried.

Director's Report

April 16, 2020

2020 Revenue

	Fines/Fees	Copies/Faxes	Donations	ACT 150	ACT 420
January	\$56.75	\$144.00	\$2,359.85		\$99.85
February	\$10.00	\$232.15	\$21.00	\$72,570	\$512.90
March	\$19.00	\$100.35	\$22.80		

Library Statistics

February	2018	2019	2020
Total Circulation (Checkouts & Renewals)	4,127	3,968	4,071
Checkins	3,091	2,798	3,158
OverDrive & Freading Checkouts	534	576	701
Pharos Internet Management	213	207	166
Door Count	2,717	2,258	
Wireless Sessions	689	174	647
Website Visits	1,017	1,207	1,324

New Patrons	15	7	23
New Items	163	177	181

March	2018	2019	2020
Total Circulation (Checkouts & Renewals)	4,665	4,197	3,415
Checkins	3,410	3,260	1,819
OverDrive & Freeding Checkouts	572	671	n/a
Pharos Internet Management	255	274	118
Door Count	3,262	2,987	
Wireless Sessions	902	729	495
Website Visits	1,336	1,373	2,382
New Patrons	17	18	9
New Items	203	205	45

*Due to COVID-19 Pandemic, the library closed beginning March 18, 2020 until further notice.

Program Statistics

February

Age Levels	Storytime (7)	Yoga (12)	Movie (2)	Coloring Craze (2)	Lego Club (1)	TAB Meeting (1)	Tail Waggin' Tutors (1)	Play & Learn (4)	Author Visit (1)	Totals
Children	38	0	0	0	0	0	2	20	0	60
Teens	0	0	0	0	0	9	0	0	0	9
Adults	40	109	0	5	0	1	3	29	0	187
Totals	78	109	0	5	0	10	5	49	0	256

Drop-Ins

- Tracks in Snow: 1 participant

Ongoing Programs

1000 Books Before Kindergarten

- Number currently continuing program: 47
- Number registered in 2020: 3
- Number completed program in 2020: 0

Mississippi Room Reservations

- Number of groups that reserved room: 3

Total Numbers (Programming, Outreach, & Drop-Ins): 257

Programs: March 2020

	Storytime (3)	Yoga (6)	Coloring (1)	Play&Learn (1)	Total
Age Levels					
Children	16			5	21
Teens					0
Adults	16	56	3	6	81
Total	32	56	3	11	102

(X) = Number of times program/event occurred

Drop-Ins

Find Leo the Leprechaun: 46 participants

Mississippi Room Reservations

Number of groups that reserved room: 5

Total number of people served by Programming and Outreach in March 2020: 148

Library Updates

Working from home: library staff has been working on a variety of tasks and training while at home. It's been going well and everyone has been doing a great job with the adjustment.

Website: two new pages have been created on our website, COVID-19 and Resources at Home. The COVID-19 page includes library updates, health organizations and resources pertaining to the pandemic. The Resources at Home page has various resources and activities for people to explore including, education, exercise, story time and reading.

Virtual programs/activities:

- Weekly challenges
- Regular and online Summer Reading Program
- Kick-off to Summer

Directors Report:

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

Financial Report/Library Expenditures:

A motion to approve the presented paid bills and reports for February 2020 and March 2020 was made by Klasen seconded by Peterson and carried.

Review of 2019 Annual Report: Presented by Director Langer.

Long Range Plan Update: Director Langer has created a patron survey to post/send out to the community to help create the next long range plan.

Treasurer's Report: Fiege reported \$2,572.61.

Issues and assignments for May 21, 2020 Board meeting:

Summer Reading Program update

Technology grant update

Patron survey update

Adjourn:

A motion to adjourn the meeting was made by Peterson, seconded by Klasen.

Next Meeting:

Thursday, May 21, 2020 at 6:30 p.m.

Respectfully Submitted,
Carissa Langer