

Prescott Public Library Board of Trustees Meeting Minutes November 19, 2020

Online Meeting via Zoom, Present: Carissa Langer, Thomas Oss, Anne Kressly, Amy Fiege, Erin Kosmalski, Jerry Klasen, Susan Oney, Leanne Goepner

Absent Penny Peterson

Call to Order: Anne Kressly called the meeting to order at 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 accept the agenda for November 19, 2020 was made by Tom Oss, seconded by Amy Fiege, and carried.

Approval of Minutes:

A motion to approve the October 22, 2020 Library Board minutes was made by Tom Oss, seconded by Amy Fiege, and carried.

Prescott Public Library Director's Report November 19, 2020

LIBRARY STATISTICS

2020	August	September	October
Total Circulation (Checkouts & Renewals)	2,101	2,500	2,227
Checkins	1,481	1,667	1,564
OverDrive & Freading Checkouts	873	831	754
Pharos Internet Management	0	0	2
Door Count	*406	*454	*449
Wireless Sessions	449	487	517
Website Visits	2,044	1,908	1,940
New Patrons	1	7	14
New Items	305	239	195

*Reflects # of curbside pickups in June (library materials, faxes and copies, SRP prizes)

Phone Calls		
	Calls*	Minutes
September 24-October 23	984	1,592

*Includes incoming, outgoing and missed phone calls

PROGRAM UPDATES

October 2020 Programming Statistics

Program	Live Views	Views on YouTube
Virtual Yoga (October 5 th – YouTube)	n/a	10
Virtual Yoga (October 7 th – YouTube)	n/a	16
Virtual Yoga (October 12 th – YouTube)	n/a	5
Virtual Yoga (October 14 th – YouTube)	n/a	11
Virtual Yoga (October 19 th – YouTube)	n/a	7
Virtual Yoga (October 21 st – YouTube)	n/a	14
Virtual Yoga (October 26 th – YouTube)	n/a	16
Virtual Yoga (October 28 th – YouTube)	n/a	12
Virtual Teen Advisory Board Meeting (October 26 th – Zoom)	5	n/a
Virtual Talk with Michael Edmonds (October 15 th – Zoom)	5	n/a

Self-Directed Programs

Take & Make Crafts

- Number of crafts picked up (as of October 31st): **45 (+2 from September stats)**

Virtual Pumpkin Carving Contest

- Number of entries submitted: **31**
- Number of voting forms submitted: **60**

Ongoing Programs

1000 Books Before Kindergarten

- Number currently continuing program: **32**
- Number registered in 2020: **3**

Website Clicks

- Programs page (October 1st – 31st): **194**

LIBRARY UPDATES

Budget Update: The Act 150 funding has been approved at 80% reimbursement for 2021 and 2022. There has not been any additional updates or changes to the budget.

Small Business Saturday 2020: The Chamber is putting on a holiday market downtown with activities, games, vendors and music. The library has applied and been approved for the American Express supply grant. We will be giving the marketing supplies to the businesses and Chamber to use. Additionally, the library is still going to put goodie bags together which will have coupons, information, promotions, etc. from participating businesses. The bags will be available downtown to the first 50 people.

COVID-19 Update: Currently the Pierce County's activity level is Red (Tipping Point). Therefore, the library has continued with Curbside and virtual services per the Reopening Plan.

Working from Home Policy: The City is implementing the working from home policy, November 12 through December 15. This was in response to Governor Ever's Order #94 recommending everyone stay home when possible. Anyone working from home must come in one day per week to stay caught up on paperwork, bills, etc.

Directors Report:

A motion to approve the Director's Report was made by Tom Oss, seconded by Amy Fiege, put to board to vote, the motion passed unanimously, and carried.

Financial Report:

A motion to approve the presented paid bills for October was made by Jerry Klasen, seconded by Amy Fiege, put to board to vote, the motion passed unanimously, and carried.

***Leanne Goeppner presented summer 2020 reading program report and program update**



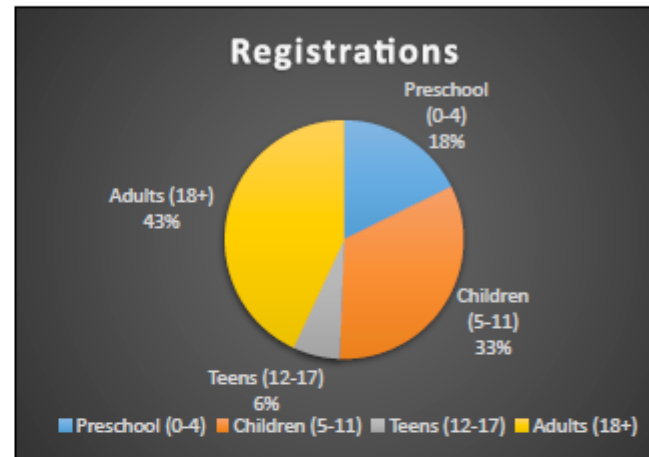
2020 Summer Reading Program Program Report

Registrations

79 Total registrations

Breakdown by Age of registered participants:

- 14 Preschoolers (Ages 0-4)
- 26 Children (Ages 5-11)
- 5 Teens (Ages 12-17)
- 34 Adults (Ages 18+)



Events and Activities

Prescott Public Library events held virtually:

6 events were put on by the Prescott Public Library (not including continuing programs).

Fundraising

Due to the COVID-19 pandemic, the library did not solicit money from local businesses this year.

Completion Rates and Reading Rewards

508 badges were earned on Beanstack and gave participants an entry into our raffle drawings. For children, badges were earned for every 10 books read. For teens and adults, badges were earned for every 5 hours of reading. Eligible activities for reading logs included reading books, listening to audiobooks, reading magazines or papers and being read to. For children the goal was 90 books, for teens and adults the goal was 50 hours/3000 minutes. Eligible activities for reading logs also included visiting the library and attending a program at the library. Participants could earn up to four prize books during the Summer Reading Program.

A total of 2,466 books were read by children, and a total of 63,331 minutes were read by teens and adults.

21 participants completed the full Summer Reading Program.

In all, 46 books were given to children, teens and adults in Prescott as rewards for reading during the summer. A total of 105 prize books were awarded.

2020 Summer Reading Program Report

Changes and Additions in 2020

The biggest change for 2020 was the switch to an online platform using Beanstack and all virtual programming. We did this in order to adapt due to COVID-19. Participants still had the option to do a paper version if they wanted to do so. This also brought the change for how people collected prize books. They had to pick from a list online and then call to schedule a pickup time curbside. For the 2020 reading program we changed the length back to three months to give patrons more time to participate. We also went back to having children track the number of books read rather than minutes. This year we also incorporated raffle drawings based on age. There were three different options for children, one specifically for teens, and one for adults.

Goals and Action Items for 2021

1. Create a hybrid program where people can choose to participate either online with Beanstack or with paper reading records. As well as some virtual program options.
2. Collaborate with local people and organizations to promote the 2021 Summer Reading Program theme “Tails and Tales”.
3. Increase outreach opportunities to daycare centers and local schools. Work together to create on-site participation activities.
4. Review event schedule with the goal of enabling more people to attend events. Invite input from library users and community members on best days and times for events. Consider schedule constraints on families where both parents work outside the home.
5. Consider expanding the scope and calendar of the Volunteens programs outside of event preparation and presentation, e.g. display-building, general SRP preparation, etc. Also finding better ways to keep Volunteens updated on events and assign jobs ahead of time.
6. Participate in Books & Benches in 2021, and consider increasing the storytime or other program opportunities with Freedom Park.
7. Advertise and market specifically for teens and adults to increase their participation.

Event	Target Audience	Total Attendance (Page visits/Live views/Recorded views)
Page Turner Adventures (10 week program)	All Ages	180
Science Tellers	All Ages	Recording*
Colossal Fossils	All Ages	21
BadgerTalk with Lori Lopez	Teens/Adults	7
Take & Make crafts (2)	All Ages	36 (approx.)
Virtual Yoga (Videos on Youtube)	Adults	226
Total:		470

*Due to the recorded format of this program, we were unable to get a specific number of how many patrons watched it.

Library Reopening Plan:

WI has reported increase in confirmed covid cases. The state is at activity level red. As such the library is operating at red service level. Curbside and virtual services is being available to patrons.

Treasurers Report: \$2572.61

December 17, 2020 Board meeting

Director to call December board meeting is needed otherwise the December board will be cancelled, Motion to cancel December 17, 2020 board meeting with option for director to call if needed, was made by Anne Kressly, seconded by Tom Oss, put to board to vote, the motion passed unanimously, and carried.

Issues and assignments for January 21, 2021 Board meeting:

- Library Covid19 Update

Adjourn: A motion to adjourn the meeting at 7:13pm was made by Jerry Klasen, seconded by Amy Fiege, put to board to vote, the motion passed unanimously, and carried.

Next Meeting: Thursday, January 21, 2021 6:30 p.m.

Respectfully Submitted,

Susan Oney

