



800 Borner Street North
Prescott, WI 54021

Prescott Public Library Board of Trustees Meeting Minutes March 18, 2021

Online Meeting via Zoom, Present: Anne Kressly, Gerald Klasen, Thomas Oss, Amy Fiege, Library Director Carissa Langer

Absent: Susan Oney, Erin Kosmalski, Penny Peterson

Call to Order: Kressly called the meeting to order at 6:35 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 March 18, 2021 was made by Klasen, seconded by Oss, and carried.

Approval of Minutes: A motion to approve the February 18, 2020 Library Board minutes was made by Klasen, seconded by Oss, and carried.

Prescott Public Library Director's Report March 18, 2021

LIBRARY STATISTICS

2021	December	January	February
Total Circulation (Checkouts & Renewals)	1,606	1,951	2,247
Checkins	1,419	1,159	1,447
OverDrive & Freading Checkouts	893	927	796
Pharos Internet Management	0	0	0
Curbside Interactions	396	418	466
# of people for in-person appointments	n/a	n/a	28
Wireless Sessions	338	333	357
Website Visits	1,979	2,642	3,216
New Patrons	5	5	5
New Items	94	80	177

Phone Calls		
	# of Calls*	Total Minutes
December 24-January 22	928	1,444
January 23-February 23	1,181	1,969

*Includes incoming, outgoing and missed phone calls

PROGRAM UPDATES

February 2021 Programming Statistics

Program	Views on YouTube
Virtual Yoga (February 1 st – YouTube)	15
Virtual Yoga (February 3 rd – YouTube)	19
Virtual Yoga (February 8 th – YouTube)	14
Virtual Yoga (February 10 th – YouTube)	9
Virtual Yoga (February 15 th – YouTube)	13
Virtual Yoga (February 17 th – YouTube)	15
Virtual Yoga (February 22 nd – YouTube)	12
Virtual Yoga (February 24 th – YouTube)	14

Self-Directed Programs

February Take & Make Crafts (72 total ordered for February)

- Number of crafts picked up (as of Feb. 28th): 47

Blind Date with a Book (Feb. 12th – 26th)

- Number of participants: 45

Winter Reading Program Update/Final Stats

	Stats Feb. 1 st – 28 th	Stats Jan. 4 th – Mar. 4 th (Total)
Registrations	6	66
Badges Earned	121	444
Activities Completed	21	125
Books Read (Ages 0-6)	270	675
Minutes Read (Ages 7+)	15,529	45,664
Prize Books Collected	19	58
Challenge Completions	19	33

Website Clicks

- Programs page (February 1st – 28th): **419**

Upcoming Spring Programs & Activities

- Annual Peeps Diorama Contest (virtual) in partnership with Prescott Community Education (3/10-3/26)
- Library March Madness (3/22-4/9)
- Badger Talk: Gardening (date TBD; April)
- Poetry Day program (date TBD; April)
- Earth Day recycled crafts (4/22)
- 1,000 Books Before Kindergarten re-launch (April)

LIBRARY UPDATES

ACT 150/420 Funding: Reimbursement requests have been sent to Pierce and St. Croix counties. The libraries ACT 150 reimbursement will increase by \$11,267 for 2022. The library's ACT 420 funding will decrease approximately \$275.

Library Planters: The Girl Scouts will be planting two of our planters again this summer with a grant they are receiving. The other two will continue to be small vegetable community gardens.

Library Use by Appointment: Started February 22 and includes browsing, computer use and copying/printing/faxing services. Curbside Pickup remains available.

Directors Report:

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

Financial Report:

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

Updates to Reopening Plan:

Langer presented some possible changes to the plan, but will be creating a general Epidemic Policy. No changes to the plan were made and no action was needed at this time.

Update and possible action on Computer Station Project:

Langer presented the second furniture quote for the computer stations and reviewed the total cost for the entire project. A motion to approve moving forward with the computer station project was made by Klasen, seconded by Oss, put to the board to vote, the motion passed unanimously, and carried.

Review 2020 Annual Report:

Langer presented the 2020 Annual Report.

Review and possible action on Strategic Plan:

A Strategic Plan for 2021-2025 was presented by Langer and reviewed by the library board. A motion to accept and approve the presented Strategic Plan 2021-2025 for the library was made by Oss, seconded by Klasen, put to the board to vote, the motion passed unanimously, and carried.

Treasurers Report:

Fiege reported funds of \$3,072.61.

Issues and assignments for April 15, 2021 Board meeting:

A motion to cancel the June 17, 2021 library board meeting was made by Kressly, seconded by Fiege, and carried.

Adjourn:

A motion to adjourn the meeting at 7:28pm was made by Klasen.

Next Meeting: Thursday, April 15, 2021 at 6:30 p.m.

Respectfully Submitted,
Carissa Langer
Library Director