

Prescott Public Library Board of Trustees Meeting Minutes April 15, 2021

Online Meeting via Zoom, Present: Carissa Langer, Anne Kressly, Jerry Klasen, Penny Peterson, Susan Oney

Absent: Thomas Oss, Amy Fiege, Erin Kosmalski

Call to Order: Anne Kressly called the meeting to order at 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 accept the agenda for April 15, 2021 was made by Jerry Klasen, seconded by, Penny Peterson, and carried.

Approval of Minutes:

A motion to approve the March 18, 2021 Library Board minutes was made by Jerry Klasen, seconded by, Penny Peterson, and carried.

Public Comment:

- The Library Board will receive public comments on any issue not related to agenda items. Discussion by board members may take place but no action will be taken on any item raised. No public comments as no one outside of the board joined the meeting.

Prescott Public Library Director's Report April 15, 2021

LIBRARY STATISTICS

2021	January	February	March
Total Circulation (Checkouts & Renewals)	1,951	2,247	2,741
Checkins	1,159	1,447	1,939
OverDrive & Freading Checkouts	927	796	958
Pharos Internet Management	0	0	34
Curbside Interactions	418	466	412
# of people for in-person appointments	n/a	28	148
Wireless Sessions	333	357	526
Website Visits	2,642	3,216	3,407
New Patrons	5	5	8
New Items	80	177	134

Phone Calls		
	# of Calls*	Total Minutes
January 23-February 23	1,181	1,969
February 24-March 23	876	1,390

*Includes incoming, outgoing and missed phone calls

PROGRAM UPDATES

March 2021 Programming Statistics

Program	Total Views on YouTube
Virtual Yoga (March 1, 3, 8, 10, 15, 17, 22, 24, 29, 31 – YouTube)	116

Self-Directed Programs

Take & Make Crafts (leftover from

February)

- Number of crafts picked up (as of Mar. 31st): **12**

Peeps Diorama Contest (Submissions through Mar. 28th)

- Number of entries: **13**
- People’s Choice Award votes: **51**

Prescott Poets (Mar. 12th – 31st)

- Number of entries: **2**

Website Clicks

- Programs page (March 1st – 31st): **396**

Upcoming/Ongoing Spring Programs & Activities

- Virtual Badger Talk: Gardening with Native Plants presented by Susan Carpenter, UW-Madison Arboretum gardener. April 22 at 7 pm via Zoom.
- April Author Showdown (online activity)
- Earth-Friendly Art Show (submit by April 30)
- 1,000 Books Before Kindergarten re-launch (started on April 5)

LIBRARY UPDATES

Computer move update: CIT and ABF have been contacted and the next steps are underway. We’re waiting for set installation dates, but each have said once they come it should only take 1-2 days. Both are planning on having their part complete by mid-May at the latest. Public Works will be starting the electrical part on Monday 4/12.

Applied for CARES act grant but haven’t heard back or received reimbursement yet.

New Care Kits: The library has added two new care kits available for checkout for the community. The care kits are early literacy and memory care and include resources, games, and activities for kids and seniors. The memory care kit is being sponsored by the Aging and Disability Resource Center of Pierce

County (ADRC). The library and the ADRC are also partnering to provide free bags to handout which will include books, coloring booklet/colored pencils, and other resources for seniors. The ADRC have also funded the bag handouts. We hope to have these ready by May.

KDWA Interview with Prescott Chamber: The Chamber reached out to ask if the library would like to join in on an interview, they were doing with KDWA. For the month of March, the chamber was highlighting the municipality in their newsletters and promotions. The library sent the Chamber activities and services the library offers for their marketing. The interview aired on 3/19 all day and is available on KDWA's website.

Directors Report:

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

Financial Report:

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

❖ Review and action on:

➤ **Epidemic and Library Health Policy**

*A motion to approve the Epidemic and Library Health Policy was made by Jerry Klasen, seconded by Penny Peterson, put to board to vote, the motion passed unanimously, and carried.

➤ **Library Reopening Plan→ Library Service Plan for COVID-19**

*A motion to approve the Library Reopening Plan was made by Penny Peterson, seconded by Jerry Klasen, put to board to vote, the motion passed unanimously, and carried.

Treasurers Report: \$3072.61

Issues and assignments for May 20, 2021 Board meeting:

None assigned at this time

Adjourn: A motion to adjourn the meeting at 7:10pm was made by Jerry Klasen, seconded by Penny Peterson, put to board to vote, the motion passed unanimously, and carried.

Next Meeting: Thursday, May 20, 2021, 6:30 p.m.

Respectfully Submitted,

Susan Oney

