

# Prescott Public Library Board of Trustees

## Meeting Minutes

### October 28, 2021

**Online Meeting via Zoom, Present:** Jerry Klasen, Carissa Langer, Erin Kosmalski, Amy Fiege, Susan Oney, Samantha Barth

**Absent:** Anne Kressly, Penny Peterson, Pat Knox

**Call to Order:** Klasen called the meeting to order at 6:33pm 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 October 28, 2021 was made by Fiege, seconded by Kosmalski, and carried.

#### Approval of Minutes:

A motion to approve the September 16, 2021 Library Board minutes was made by Klasen, seconded by Fiege, and carried.

### Prescott Public Library Director's Report October 28, 2021

#### Library Statistics

2021	July	August	September
Total Circulation (Checkouts & Renewals)	4,013	3,717	2,644
Checkins	3,166	2,896	2,858
OverDrive & Freading Checkouts	793	769	763
Pharos Internet Management	52	69	80
Curbside Interactions	35	26	32
Door Count	1,695	1,777	1,568
Wireless Sessions	493	541	543
Website Visits	2,074	2,069	1,909
New Patrons	19	11	14

#### Program Updates

##### September 2021 Programming Statistics

Programs (in-person, recorded, virtual)	# of People (in-person)	Views on YouTube	# of People (live, virtual)
Virtual Yoga (Sept – 9 YouTube videos)		63	
Storytime (4 story times)	24		
Virtual Teen Trivia			3

## Self-Directed Programs

- 1,000 Books Before Kindergarten (as of Sept. 13)
  - Number currently enrolled: 30
  - Number of kids who completed program in 2021: 2
- Storywalk®
  - At Freedom and Magee Parks (a collaboration with Great River Road Visitor & Learning Center and Coulee River Trails)
  - Participants (as of 10/18):

## Current or Upcoming

- Virtual Pumpkin Carving Contest (collaboration with Prescott Community Education)
- Teen Advisory Board (TAB)
- Virtual Teen Spooky Science (collaboration with WI libraries)
  - Part of the 2021 Wisconsin Science Festival
- Virtual Teen Cornucopia of Creativity: November 10

## Library Updates

**New Programmer:** Sam started at the library on October 12.

**IFLS:** John Thompson, Director of the IFLS Library System, has been recognized as the WLA/Demco Librarian of the year. IFLS is working on a grant for the entire system for various equipment or subscriptions for the libraries. We're particularly interested in the Niche Academy which would provide us with professional instructional videos for patrons. Some other possibilities are an outdoor tent for programs, charging benches and outdoor pickup lockers.

### Directors Report:

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

**Budget Update:** Langer and Klasen updated the library board about the City Council Budget Workshop on October 6.

**Update COVID-19 Plan:** A motion to approve the updated COVID-19 Service Level Plan was made by Kosmalski, seconded by Fiege, put to board to vote, the motion passed unanimously, and carried.

**Program Update:** Langer reviewed the Summer Reading Program report and statistics and discussed current and upcoming programs at the library.

**Chromebooks:** The board discussed adding a Chromebook to circulation. There are funds available in the Technology fund to purchase.

**Discussion and action on starting the library programmer full-time before 2022:** A motion to approve starting the library programmer full-time before 2022 when City Council approves budget in November 2021 was made by Klasen, seconded by Kosmalski, put to the board to vote, the motion passed unanimously, and carried.

**Treasurers Report:** \$4,038.61

**Issues and assignments for November 18, 2021 Board meeting:**

Budget Update

Chromebook policy

**Adjourn:** A motion to adjourn the meeting at 7:30 pm was made by Fiege, seconded by Kosmalski, put to board to vote, the motion passed unanimously, and carried.

**Next Meeting:** Thursday, November 18, 2021, 6:30 p.m.

Respectfully Submitted,

Carissa Langer