

Prescott Public Library Board of Trustees

Meeting Minutes

November 18, 2021

Online Meeting via Zoom, Present: Anne Kressly, Carissa Langer, Penny Peterson, Amy Fiege, Susan Oney, Samantha Barth, Erin Kosmalski,
Absent: Pat Knox, Jerry Klasen

Call to Order: Kressly, called the meeting to order at 6:37pm 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 18, 2021 was made by Fiege, seconded by Peterson, and carried.

Approval of Minutes:

A motion to approve the October 28, 2021 Library Board minutes was made by Oney, seconded by Fiege, and carried.

Prescott Public Library Director's Report November 18, 2021

Library Statistics

2021	Aug	Sept	October
Total Circulation (Checkouts & Renewals)	3,717	2,644	3,163
Checkins	2,896	2,858	2,780
OverDrive & Freading Checkouts	769	763	719
Pharos Internet Management	69	80	105
Curbside Interactions	26	32	17
Door Count	1,777	1,568	1,802
Wireless Sessions	541	543	625
Website Visits	2,069	1,909	1,934
New Patrons	11	14	16

Program Updates

Program (in-person, recorded, virtual)	# of People (in-person)	Views on YouTube	# of People (live, virtual)
Virtual Yoga (Oct – 8 YouTube videos)		56	
Storytime (5 story times)	27		
Virtual Spooky Science (teen collaboration)			9 Prescott teens
Teen Advisory Board (TAB)			8

**October 2021
 Programming
 Statistics**

Self-Directed Programs

Program	# of People (in-person)	# of People (virtual)
1,000 Books Before Kindergarten		30 enrolled, 2 completed
Storywalk® (2 Fall Storywalks)	*54 signed guest books	
Hide-and-Seek: Pumpkins	5	
Beanstack Reading Challenges (10 to Try & Travel Time)		4 registered
Virtual Pumpkin Carving Contest (with Community Ed)		29
Virtual Pumpkin Carving Contest Voting		61

*Estimate more

participated but one of the guestbooks was stolen

Upcoming

- Gingerbread House Contest (Nov 29-Dec 7)
- Small Business Saturday (Nov 27)
- Virtual Teen Collaboration: Holiday Handicrafts & Tasty Treats (December 14)

Reading Challenges

There are two new Beanstack reading challenges, 10 to Try & Travel Time, for teens and adults. Beanstack is our reading tracker app that has online reading challenges for different ages.

Meeting Room (Mississippi Room): We have tentatively opened the Mississippi Room for small gatherings/meetings. In October, we had one reservation.

Library Updates

Budget update: The City Council will approve the 2022 budget next week.

Library Rearrangement: As part of our rearrangement goal, we have recently been able to shift, integrate and remove sections. We will be looking into removing the old computer station desks next so we can expand the kids' area and possibly the Young Adult section. Other projects: new shelves/circ desk, replace carpet, new self-check.

MORE App: The MORE consortium's app has launched. It's available now in the App and Google stores.

Directors Report:

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

Review and action on Chromebook Policy:

A motion to approve the presented Chromebook Policies and User Agreement was made by Fiege, seconded by Peterson, put to board to vote, the motion passed unanimously, and carried.

Review and action on 2022 Closed Dates:

A motion to approve the following dates to be closed for holidays was made by Oney, seconded by Peterson, put to board to vote, the motion passed unanimously, and carried.

**Prescott Public Library
2022 Closed Dates**

Regular full-time employees and part-time employees (20+ hours) are paid for the following holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Eve
- Christmas Day

The Prescott Public Library will be closed on the following days:

December 31, 2021 - January 2: New Year's Eve/Day

May 30: Memorial Day

July 4: Independence Day

September 5: Labor Day

November 11: Veterans Day: Library in-service

November 24-25: Thanksgiving Day/Day After Thanksgiving

December 24-26: Christmas

December 31, 2022 – January 2, 2023: New Year's Eve/Day

Treasurers Report: \$4,288.61

Library Board December meeting:

A motion to cancel the December 2021 library board meeting was made by Kressly, seconded by Fiege, put to board to vote, the motion passed unanimously, and carried.

Issues and assignments for January 20, 2022 Board meeting:

Policy Updates

Budget Update

Adjourn: A motion to adjourn the meeting at 7:22 pm was made by Fiege, seconded by Peterson, put to board to vote, the motion passed unanimously, and carried.

Next Meeting: Thursday, January 20, 2022, 6:30 p.m.

Respectfully Submitted,

Susan Oney