

# Prescott Public Library Board of Trustees

## Meeting Minutes August 17, 2023

**In Person:** Amy Fiege, Anne Kressly, Carissa Langer, Tasslyn Magnusson, Penny Peterson, Susan Oney

**Absent:** Pat Knox, Gerald Klasen

**Call to Order:** Anne Kressly, called the meeting to order at 6:45pm 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 August 17, 2023 was made by Amy Fiege, seconded by Penny Peterson, and carried.

**Approval of Minutes:** A motion to approve the July 20, 2023 Library Board minutes, pending 2 revisions, was made by Penny Peterson, seconded by Susan Oney, and carried.

### Directors Report

#### Program Updates

- In-person, recorded, live-virtual
  - 519 attended programs, participated in a self-directed activity or joined us virtually for a program in July.
    - July 2023:
      - In person events included: Storytime, LEGO Club, Build Crew, Coloring & Conversation, Gentle Yoga, Family Craft Hour (tie dye t-shirts), Teen Advisory Board (TAB), Family game night, Brownies book club, movie madness, Heart Hands & Mind visits and Mixed Nuts Comedy Duo.
      - Self-directed include Hide & Seeks (popsicles), 1,000 Books Before Kindergarten and the Summer Reading Program.
      - Summer Reading Program registrations to-date:
      - Virtual programs is our recorded yoga videos on YouTube.
      - Collaborations/outreach include:
        - CVTC – offer GED/HSED classes here at the library 1x/week during the fall/winter and will be here 2x this summer.
        - WI Job Center – offer resume, job search, etc. every 3rd Thursday.
        - Heart Hands and Mind Daycare – reading to classes 1-2x/month. In July, Sam read to 90 kids.

### Directors Report:

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

### **Financial Report – Library Expenditures:**

A motion to approve the financial report was made by Penny Peterson and seconded by Amy Fiege, put to board to vote, the motion passed unanimously, and carried.

### **Update On Shelving Project**

Reviewed the timeline for the shelving project (September 11 – 30).

Added \$1K to cart rentals

### **Review and Action on Internet and Computer Use Policy**

After discussion, a motion was made to approve by Tasslyn Magnusson. The motion was seconded by Susan Oney, put to board to vote, the motion passed unanimously, and carried.

### **Update – Initial Budget Review**

Presentation of initial budget. Included information that wages are projected to rise based on city and a potential surplus of \$4,800. Considering adding a materials line item.

Also considering how library uses IFLS – considering adding to office supplies and wages. Will finalize at September meeting.

### **Treasurers Report:**

Amy Fiege reported that there was a balance of \$4,833.20 and said that she had made a \$50 deposit that afternoon.

### **Issues and Assignments for next Library Board Meeting –**

- Budgets
- Reading Program Report
- Shelving Project Update – move schedule
- Policies

### **Adjourn:**

A motion to adjourn the meeting at 7:17 pm was made by Amy Fiege, seconded by Penny Peterson, put to board to vote, the motion passed unanimously, and carried.

*Next Meeting: Thursday, September 21, 2023 6:30 p.m.*

Respectfully Submitted Tasslyn Magnusson