

Prescott Public Library Board of Trustees Meeting

Minutes July 18, 2024

In Person: Amy Fiege, Jerry Klasen, Anne Kressly, Carissa Langer, Tasslyn Magnusson, Susan Oney

Absent: Adam Granquist, Penny Peterson

Call to Order: Anne Kressly called the meeting to order at 6:37 pm with a roll call of Board members confirming that a quorum was present and that the was in compliance with the open meeting law.

Agenda: A motion to accept the agenda for July 18, 2024 was made by Susan Oney and seconded by Jerry Klasen and carried.

Approval of Minutes: A motion to approve the June 20, 2024 Library Board minutes was made by Jerry Klasen and seconded by Susan Oney and carried.

Director's Report: Carissa Langer presented the June 2024 Director's Report. Amy Fiege made a motion to accept, seconded by Susan Oney and carried.

Library Updates/Program Updates - *In-person, recorded, live-virtual (June 2024)*

- 630 attended programs, participated in a self-directed activity and/or viewed the Library's YouTube videos in June.
 - June 2024:
 - In person events included: Gentle Yoga, Storytime, Baby Storytime, LEGO Club, Coloring & Conversation, Read with Me (therapy dog), Family Craft Hour (sensory bottles), Teen Advisory Board (TAB), Science Explorers (Marshmallow Towers), Crafting 101 Workshop and Cartoon Snack-a-long.
 - Self-directed include Hide & Seek (dogs-93 participants), 1,000 Books Before Kindergarten and Summer Reading Program.
 - YouTube views are Yoga videos: 19 views.
 - Outreach
 - Heart Hands & Mind Daycare o Storytime: 45 kids (3 classes)
 - Books & Benches (15 kids)
 - Collaboration with Freedom Park, Phipps Center and National Park Rangers.
o The Library does Storytime at the Butterfly Bench, The Phipps Center has free books for each kid to pick out and the Park Rangers to an outdoor activity. ▪ Moved inside this year due to rain.
 - Meeting Room & Tech Time Total meeting room reservations:
 - 48 people (12 reservations)
 - Tech Time: no sessions (1 session=15+ minutes).
 - Library Updates

- ACT 150 Funding: Pierce County Library Directors will be attending the Pierce County Finance and Personnel meeting on August 5.
- Read-a-long Books: With the decrease in physical audiobook purchasing/spending, we directed those funds to a newer AV format. Vox (or Wonderbooks) are an all-in-one reading experience for kids. The Vox book comes with audio built onto the book so kids can follow along as they flip through the pages.
- Shelves: The remaining library shelves that were not replaced are getting spray painted white to better match the newer shelves.
- Lights: Are going to be re-wired as the lights burn out and are replaced. The alternative wiring allows for a cheaper LED bulb (\$17 down to \$6 per bulb).

Financial Report – Library Expenditures: A list of expenditures and summary were provided. Jerry Klasen made a motion to approve, seconded by Susan Oney and carried.

Discussion/Action Items

- Review Policies:
 - The board reviewed the hotspot agreement form and approved with recommended changes and an expiration date. The motion was made by Amy Fiege and seconded by Jerry Klasen and carried.
- Director Review:
 - There is a deadline of 8/30/24 for the review of the library director. After discussion, Susan Oney made a motion. “To Create a temporary personnel committee for the review of Carissa Langer’s performance review and goals. This temporary committee will have 3 members: Jerry Klasen, Susan Oney and Anne Kressley.” The motion was seconded by Tasslyn Magnusson and carried.
- Next Meeting:
 - Motion made to move the 8/15/24 meeting to 8/22/24 by Susan Oney and seconded by Amy Fiege and carried.

Treasurer’s Report: Fiege reported a balance of \$6,587.44 in the Trustees Account with one \$750 check outstanding. Carissa and Amy will continue to work on a bank transfer.

Issues and Assignments for Next Meeting: The library director’s performance review may be discussed at the next meeting.

Adjourn: Susan Oney made a motion to adjourn the meeting at 7:25pm, seconded by Jerry Klasen, the motion carried.

Respectfully submitted, Tasslyn Magnusson