

Prescott Public Library Board of Trustees Meeting

Minutes June 20, 2024

In Person: Amy Fiege, Adam Granquist, Jerry Klasen, Anne Kressly (arrival 6:50pm), Carissa Langer, Tasslyn Magnusson, Susan Oney, Penny Peterson

Absent: None.

Call to Order: Anne Kressly called the meeting to order at 6:35 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 June 20, 2024 was made by Amy Fiege and seconded by Susan Oney and carried.

Approval of Minutes: A motion to approve the May 16, 2024 Library Board minutes was made by Penny Peterson and seconded by Amy Fiege and carried.

Director's Report: Carissa Langer presented the Director's Report. Jerry Klasen made a motion to accept, seconded by Amy Fiege and the motion carried.

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

- 701 attended programs, participated in a self-directed activity and/or viewed the Library's YouTube videos in April.
 - • May 2024:
 - In person events included: Gentle Yoga, Storytime, Baby Storytime, LEGO Club, Coloring & Conversation, Read with Me (therapy dog), Craft Hour (paper flowers), Teen Advisory Board (TAB), TAB Outdoor Games, Playing with Food and the Summer Kickoff.
 - Self-directed include Hide & Seek (sailboats-93 participants), 1,000 Books Before Kindergarten, and the Storywalk at Freedom Park
 - YouTube views are Yoga videos: 4 views
 - Outreach
 - Local groups who participated: Community Ed, Friends of Freedom Park, Prescott High School Library-National History Day, Heart Hands & Mind, St. Croix Composite Mountain Bike Club, St. Croix Stars, De-Vine Designz, Building an All-Inclusive Community, Prescott Area Churches Association and Joy Lutheran Church.
 - o City Departments: PD/K9, Fire, Public Works and Allina EMS
 - o The Library had Summer Reading Program sign-up (151 registrations on 5/31), pick-a-duck, yard games/outdoor activities and The Bazillions Band.
 - Meeting Room Total meeting room reservations: 58 people (11 reservations). Tech Time: 10 people (6 sessions)
 - Library Updates

- ACT 150 Funding: Pierce County Library Directors met in May to talk about ACT 150 funding. The set funding reimbursement for 2023 & 2024 is 85%. The PC Libraries are scheduled to go back to the Pierce County Board of Supervisors this summer/fall to talk about funding moving forward. The PC Library Directors will be asking for 100% reimbursement. The Directors will be attending the July Finance and Personnel meeting first followed by the County Board meeting in the fall.
 - The board asked if there was anything they should do to support this effort. Carissa said she would follow up.

Financial Report – Library Expenditures: A list of expenditures and summary were provided. Carissa reported 42% of the budget completed and that the library remained on budget. Jerry Klasen made a motion to approve, seconded by Penny Peterson and the motion carried.

Discussion Library Committees:

After a question from Jerry Klasen regarding board committees, Carissa received a few responses on committee practices from peer libraries. Many had ad hoc committees depending on need. Jerry has had other non-profit experience that used committees and found it helpful to the work of the board. Adam Granquist suggested ad hoc if necessary. Bylaws for the Prescott Library suggest ad hoc committees are possible but would need to follow provisions of open meeting law.

Discussion and Action – Bank Account Switch

Amy Fiege made a motion to switch the Prescott Public Library Board of Trustees Account from BMO to 1st National Bank using the city's EIN and our work account number. Motion was seconded by Jerry Klasen and the motion carried.

Treasurer's Report: Fiege reported a balance of \$6,587.44 in the Trustees Account with one \$750 check outstanding.

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

Adjourn: Amy Fiege made a motion to adjourn the meeting at 7:05pm, seconded by Jerry Klasen, the motion carried.

Respectfully submitted, Tasslyn Magnusson