

Prescott Public Library Board of Trustees Meeting

Minutes December 5, 2024

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

Absent: Adam Granquist, Jerry Klasen

Call to Order: Anne Kressly called the meeting to order at 6:30 pm with a roll call of Board members confirming that a quorum was present and that the meeting was in compliance with the open meeting law.

Agenda: A motion to accept the agenda for December 5, 2024 with modifications was made by Penny Peterson and seconded by Susan Oney and carried.

Approval of Minutes: A motion to approve the October 17, 2024 Library Board minutes was made by Susan Oney and seconded by Penny Peterson and carried.

Director's Report: Carissa Langer presented a Director's Report covering October and November. Amy Fiege made a motion to accept, seconded by Susan Oney and carried.

Library Updates/Program Updates - *In-person, recorded, live-virtual August 2024*

- 727 people attended 37 programs during the month of October 2024.
- 607 people attended 30 programs during the month of November 2024.
 - In person events included:
 - 1,000 Books Before Kindergarten, Add Your Own, Baby Storytime, Bruce the Bug Guy, Cartoon Snack-a-Long (November), Coloring & Conversation, Costume Parade (October), Family Craft Hour, Gentle Yoga, Hide & Seek, LEGO Club, Read with Me (therapy dog), Storytime, Teen Advisory Board (TAB), Take a Treat Tuesday
 - Virtual events included:
 - Virtual Pumpkin Carving Contest (October), YouTube Yoga
 - Outreach
 - Carissa Langer met with Elementary and High School Libraries (October)
 - High School History Day Group (October)
 - Small Business Saturday at Freedom Park (November)
 - Heart Hands & Mind Daycare
 - STEM Storytime (October and November)
 - Meeting Room & Tech Time Total meeting room reservations:
 - October
 - Meeting Room Reservations: 14 people (4 reservations)
 - Tech Time: 1 session/1 person
 - November
 - Meeting Room Reservations: 14 people (5 reservations)

- Website Update: Carissa Langer explained the streamlining done to the Events Tab on the website.
- Space Needs and Designs – City of Prescott. Update from Carissa Langer on a continued conversation with Prescott City. Discussion included the future location of a public safety building, city offices, and an expansion of the library to provide additional community spaces.
- ACT 150 Funding: Carissa presented a new allocation plan where \$8,320 from the ACT 150 Funding will be reallocated across multiple lines in the budget. Amy Fiege made a motion to accept recommendation. The motion was seconded by Susan Oney and carried.
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Financial Report – Library Expenditures: A list of expenditures and summary were provided. The library remains on budget. A motion to accept the Financial Reports was made by Penny Peterson and seconded by Amy Fiege. The motion carried.

Discussion/Action Items

- Met new Program and Outreach Coordinator, Darien Becker.
 - Darien discussed their vision for education programs, including STEM storytimes.
- Reviewed 2025 Closed Dates.
 - Amy Fiege made a motion to accept the approved dates with changes. The motion was seconded by Tasslyn Magnusson and the motion carried.
- Reviewed list of circulation and kits of libraries of things created by Carissa Langer.
 - Discussion included possible items for Prescott Library. Carissa Langer will return with some ideas and budget for Jan 2025 meeting.
- Reviewed Epidemic and Library Health Policy.
- Reviewed Chromebook User Agreement and Lending Policy.

Treasurer’s Report: Fiege reported that the trustee account at BMO has been closed. There is a current balance of \$4,716.44 in the new Trustees Account at First National.

Issues and Assignments for Next Meeting: Discussion and Action on Chromebook User Agreement and Lending Policy. Review Additional Policies. Preliminary list of items for recommendation for the library of things.

Adjourn: Penny Peterson made a motion to adjourn the meeting at 7:46pm, seconded by Susan Oney, the motion carried.

Respectfully submitted, Tasslyn Magnusson