

## Prescott Public Library Board of Trustees Meeting

Minutes March 27, 2025

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

**Absent:** Adam Granquist, Jerry Klasen, Susan Oney

**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 meeting was in compliance with the open meeting law.

**Agenda:** A motion to accept the agenda for March 27, 2025 was made by Anne Kressly and seconded by Tasslyn Magnusson and carried.

After a discussion, a motion was made to move agenda # 10 and 11 to 5 and 6. The motion was by Penny Peterson and was seconded by Anne Kressly and carried.

**Approval of Minutes:** A motion to approve February 20, 2025 Library Board was made by Anne Kressly and seconded by Tasslyn Magnusson and carried.

**Treasurer's Report:** Fiege reported there is a current balance of \$4,941.44 in the new Trustees Account at First National.

### **Discussion – Parking Lot Replacement**

Carissa Langer discussed the proposal from the city to replace the shared parking lot in 2026. The estimated cost is approximately \$31K – which is ½ of the cost and would diminish the majority of the library reserves.

After discussion, the board asked Carissa Langer to invite the city administrator to the next meeting. The board is concerned about the uncertainty of funding given issues at the federal level.

**Director's Report:** Carissa Langer presented a Director's Report. Amy Fiege made a motion to accept, seconded by Penny Peterson and carried.

### **Highlights Included:**

- The Pokémon event was very popular and Carissa Langer encouraged the board to spread word on the antiques appraisal program in April.
- 887 participants in 44 programs in February.
- Storytimes:
  - Freedom Park
  - Storytime at Heart, Hands, and Mind
- The Mississippi Meeting Room received 3 (18 people) reservations.

## **Library Updates/Program Updates**

- **Meetings:**
  - Carissa Langer attended the Pierce County Board of Supervisors meeting on February 25 with Ellsworth's Library Director. The Pierce County Libraries are attending the PC Board meetings to give regular updates to the county. At the February meeting, Carissa presented highlights from the Prescott Public Library's 2024 annual report and collaboration efforts.
  - Carissa also attended Prescott City Council's meeting on March 24, 2025 to present highlights from the 2024 Annual Report and other library updates.
- **Library of Things:**
  - Library staff is currently working on cataloging "in-house" items that could be made available for checkout. Such items include a donated Tonie Box/Tonies, Ukelele Kit, bird watching kit with donated binoculars from Freedom Park, board games, Magna-Tiles and puppets.
- **Weeding**
  - Because of a decline in physical audiobook checkout which can be attributed to the increase use of digital audiobooks such as Libby or Audible and the decrease in CD players available in vehicles. With the decline, we have weeded audiobooks in library which also makes room for more "Library of Things" items.
- **Summer Programs**
  - Summer kick-off is June 3.
  - Donations for prizes starting to come in – Once received, a thank you letter and certificate is sent out to the business. The businesses logo/name is then posted on the website and social media.
  - Additionally, Philander's Bar & Grill donated three \$20 gift cards for the library's community survey drawing.
- **Free Materials/Tote Bags:**
  - The company UAC 4U, who has provided the library free magnets and tote bags in the past, was asked to cease sending the library free materials and to stop calling local businesses on "behalf" of the library.

## **Review and Action on:**

- **2026-2030 Strategy Plan and Survey Update**
  - Carissa Langer presented an update on plans for the 2026-2030 strategic plan, including initial survey results.
  - Upcoming next steps are questions for the focus groups.
- **Grants/Interns:**
  - The library was approved for a grant for a teen inclusive internship funded by IMLS and administered by the Wisconsin DPI. Tasslyn Magnusson made a motion to approve the job description for the teen internship, the pay (\$2K) and budget for a project of \$500. Penny Peterson seconded the motion and it carried.

**Financial Report – Library Expenditures:** A list of expenditures and summary were provided. A motion to accept the Financial Reports was made by Penny Peterson and seconded by Amy Fiege. The motion carried.

**Issues and Assignments for Next Meeting:** Preparation for conversation with the City Manager, discussion of the Strategic plan surveys and focus groups and an initial discussion of a Friends group.

**Adjourn:** Amy Fiege made a motion to adjourn the meeting at 7:50 pm, seconded by Penny Peterson, the motion carried.

Respectfully submitted, Tasslyn Magnusson