

## Prescott Public Library Board of Trustees Meeting

Minutes April 24, 2025

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

Guest: Matt Wolf

**Absent:** Adam Granquist

**Call to Order:** Anne Kressly called the meeting to order at 6:32 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 April 24, 2025 was made by Penny Peterson and seconded by Jerry Klasen and carried.

**Approval of Minutes:** A motion to approve March 27, 2025 Library Board was made by Penny Peterson and seconded by Jerry Klasen and carried.

**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:

- 901 participants in 45 programs in March.
- Children/Teen Engagements
  - School Lunch Visits – Middle and High School
  - Storytime at Heart, Hands, and Mind
- The Mississippi Meeting Room received 3 (18 people) reservations.

### Library Updates/Program Updates

- **Grants/Interns:**
  - The deadline for results from the Teen Inclusive Grant was moved to 4/30/2025. The grant which supports a summer intern.
- **Museum Passes:**
  - The library has applied to be a Great Partner with the MN Science Museum and the MN Children's Museum. If accepted, will be able to get a coupon/code to purchase discounted tickets for the MN Science Museum. The MN Children's Museum has donated 10 free passes to our library and, if we would like more passes, we can purchase discounted tickets.
- **Police Case:**

- Carissa reported on a police report filed with the Prescott Police Department. An individual uses fraudulent IDs and documents to register for library cards, check items out and then proceeds to sell the items.
- **Summer Programs**
  - Summer kick-off is June 3.
  - Approximately \$1,550 donations have been received to date.
  - Registrations have started for the Summer Kick Off event with local businesses and groups wanting to participate and/or have a table.
- **2026-2030 Strategy Plan and Survey Update**
  - Carissa Langer presented an update on plans for the 2026-2030 strategic plan, including survey results.
  - She recommends teen focus groups as they were not well covered in the survey results.

**Review and Approval of 2026 ACT 150 and 420 Requests:** The requests for 2026 ACT 150 and ACT 420 were presented. Penny Peterson made a motion to approve. Amy Fiege seconded. The motion carried.

### **Discussion**

- **Parking Lot Repairs and Library Fund Reserves**
  - Matt Wolf, city manager, discussed a request from the city of Prescott that the Prescott Library fund approximately ½ of the cost of the resurfacing and repair of the shared parking lot.
  - The cost would be approximately \$32,000 and would come from the Library reserve fund.
  - If the Library agrees, Wolf suggested that the city would develop a capital fund in collaboration with the Library Board to plan for capital needs into the future.
  - The Library Board had a number of concerns and questions for Wolf, including but not limited to what would happen if the Library board chooses not to collaborate with the city on the parking lot.
  - The Board will continue to discuss.
- **Friends Group**
  - Carissa discussed the impact of forming a library friends group.
  - Carissa, as Library Director, would appreciate the flexibility of raising money for the library to supplement programming and children's toys check out collection as well as an advocate in the community.
  - The Board will continue to discuss.

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

**Treasurer's Report:** Fiege reported there is a current balance of \$5,885.96 in the new Trustees Account at First National.

**Issues and Assignments for Next Meeting:** Circulations policy and Summer Reading updates.

**Adjourn:** **Jerry Klasen** made a motion to adjourn the meeting at 7:55 pm, seconded by Susan Oney, the motion carried.

Respectfully submitted, Tasslyn Magnusson