

## Prescott Public Library Board of Trustees Meeting

Minutes June 19, 2025

**In Person:** Bryn Anderson (Summer Intern) Amy Fiege, Adam Granquist, Anne Kressly, Carissa Langer, Tasslyn Magnusson (late), Penny Peterson.

**Absent:** Jerry Klasen, Susan Oney

**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 June 19, 2025 was made by Amy Fiege and seconded by Adam Granquist and carried.

**Approval of Minutes:** A motion to approve April 24, 2025 Library Board was made by Adam Granquist and seconded by Amy Fiege and carried.

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

**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 Adam Granquist. The motion carried.

### Director's Report Highlights Included:

#### *Programs*

- 1042 participants in 52 programs in April and 607 participants in 46 programs in May.
- Children/Teen Engagements
  - School Lunch Visits – Middle and High School
  - Storytime at Heart, Hands, and Mind
  - BioBlitz and Guest Speaker at Freedom Park
  - Guest Speaker at Homeschoolers Hub
- The Mississippi Meeting Room received 2 (23 people) reservations in April and 4 reservations (19 people) in May.

#### *Library Updates*

- **Grants/Interns:**
  - We have hired Bryn as a Teen Intern for this summer. She will be working on a Connected Learning Project and doing various library tasks and shadowing all staff to experience the whole library.
- **Baker & Taylor:**

- On Monday, May 5, B&T shared a supply chain update stating that there will be changing terms with certain publishers and they will be canceling some backordered titles. Library staff have noticed the delays and the increase number of unavailable items when ordering materials for the library. We have had to purchase some books through alternative vendors that do not have the discounted prices we get through B&T. We are currently looking into additional vendors to help supplement B&T.
- **Police Case:**
  - The library received a document subpoena and was able to release information of the individual who used fraudulent documents to obtain library cards.
- **Summer Programs**
  - 2025 Theme: “Color Our World.”
  - As of June 13: 267 registrants and 3 completed logs.
- **Friends Group:**
  - Plans are made to host an information session for community members to learn about starting and being part of a library friends group.
  - Timeframe: End of July / Early August.

## **Discussion**

- **Parking Lot Repairs and Library Reserve Fund**
  - A number of questions were discussed and information reported to the group.
  - IFLS recommends spending all of the budget annually.
  - Carissa Langer reported that “daily maintenance” costs are shared 50/50 with the city.
  - IFLS note suggests that the city should cover the capital repairs – and a reserve fund is for operations, not capital.
  - The board continued to ask: Who owns the library space? Who owns the books and shelves within the library?
  - The statute covering libraries is Chapter 43 – Wisconsin Legislature.
  - Carissa agreed to continue to look for examples of other libraries and their municipal agreements and we would ask for continued conversation with the city attorney.
  - Agreed that a goal would be to establish an agreement in writing with the city over costs and budget questions and issues.
  - The Board will continue to discuss.

## **Review/Action – Policies:**

Amy Fiege made a motion to accept the Circulation Policy and Appeal of Library Charges form. It was seconded by Adam Granquist. The motion carried.

**Treasurer's Report:** Fiege reported there is a current balance of \$5,306.82 in the Trustees Account at First National. There are checks to deposit.

**Issues and Assignments for Next Meeting:** Summer Reading updates and policies per the regularized schedule.

**Adjourn:** Amy Fiege made a motion to adjourn the meeting at 7:38 pm, seconded by Penny Peterson, the motion carried.

Respectfully submitted, Tasslyn Magnusson