

**PRAIRIE DU CHIEN MEMORIAL LIBRARY BOARD OF TRUSTEES  
FEBRUARY 18, 2013 MEETING MINUTES**

The monthly meeting of the Prairie du Chien Memorial Library Board of Trustees was held on Monday, February 18, 2013 in the Wisconsin Room of the library. President Mary Ann Stemper called the meeting to order at 5:30 pm.

1. Roll Call. In attendance – Board trustees Linda Munson, Debbie Mara, Dan Davis, Mary Ann Stemper, Kristine Henna, and Kersten Rocksvold and Library Director Nancy Ashmore. Absent were Drew Johnson and Layne David. Both had called in to say they were unable to attend. **Motion by** Dan Davis, **second by** Linda Munson to certify the open meeting law agenda requirements were met. **Roll Call Vote carried unanimously.**
2. **Motion by** Kersten Rocksvold, **second by** Linda Munson to approve the January 21, 2013 board minutes. **Motion carried.**
3. **Motion by** Debbie Mara, **second by** Kristine Henna to approve the monthly bills as presented. **Roll Call Vote carried unanimously.**
4. President's Report.
  - Mary Ann stated that the library board's agendas and minutes should be posted to our new library website.
  - May Ann brought up how helpful library staff was in explaining how to use e-readers and other digital technology. Nancy mentioned that the library will be providing a workshop on e-readers and digital technology to the public in the near future.
5. Planning Discussion. Nancy provided a proposal for creating a strategy to help move the Library's expansion plans forward from Woodburn, Kyle and Company of Madison, Indiana. Gays Mills has recently built a new library, and Soldiers Grove is planning an expansion. We can get ideas from them and the library system as well. Nancy will come up with a list of other companies who provide this service as well, and we will advertise for bids.
6. Annual Report. A draft copy of the 2013 Annual Report was passed around. The number of resident library card holders is up, and the number of non-residents is down. Nancy needs to check with SWLS on a couple of other numbers, and then Mary Ann will need to sign. The Annual Report needs to be submitted to the state by March 1. **Motion by** Linda Munson, **second by** Dan Davis to approve the Annual Report with the possible changes that Nancy mentioned. **Roll Call Vote carried unanimously.**
7. Library Director's Evaluation.

A sub-committee of Linda, Mary Ann, and Kristine will meet before our next board meeting to start on Nancy's evaluation. The evaluation will be discussed by our entire board at our March meeting.
8. Library Director's Report.
  - Nancy and Ruth Check-Gates attended Library Legislative Day in Madison on February 5.
  - Tara Gramlich and Elisabeth Byers will attend an all-day workshop on Math & Science Literacy for preschoolers at Southwest WI Library System in Fennimore.
  - Library staff biographies are now available on our new website, as well as pictures of the staff.

9. **Motion by** Dan Davis, **second by** Kersten Rocksvold to adjourn at 6:15 pm. Motion carried. Our next board meeting will be held Monday, March 18 at 5:30 pm.

Respectfully submitted,  
Debbie Mara, Secretary