

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

The monthly meeting of the Prairie du Chien Memorial Library Board of Trustees was held on Monday, March 18, 2013 in the Wisconsin Room of the library. President Mary Ann Stemper called the meeting to order at 5:33 pm.

1. **Roll Call.** In attendance – Board trustees Linda Munson, Kristine Henna (arrival at 5:35), Layne David, Kersten Rocksvold, President Mary Ann Stemper, J. Dan Davis and Library Director Nancy Ashmore. Absent were Drew Johnson and Debbie Mara.
2. **Motion by** Munson, **second by** Rocksvold to certify the open meeting law agenda requirements were met. **Roll Call Vote carried unanimously.**
3. **Motion by** Davis, **second by** David to approve the February 18 board minutes. **Motion carried.**
4. **Motion by** Rocksvold, **second by** Munson to approve the monthly bills as presented. **Roll Call Vote carried unanimously.**
5. President's report – inquired of Director whether arrangements had been made to clean wall for mounting of Brower painting when restored. Arrangements have been made. No report from painting restoration as yet.
6. Planning discussion – Director was unable to provide resource list of consultants; requested committee be formed to expedite process. Munson volunteered; other members will be sought.
7. Policy updates – Board approved new drafts of Overdue Policy and Procedures, Internet Access Guidelines and Internet Use Guidelines, with the proviso of the removal of the phrase "per day" in the Internet Use Guidelines. **Motion by** Davis, **second by** Henna; **Motion carried.**
8. Director requested formation of committee for 50th Anniversary Party to be held Saturday, July 21st. Some suggested activities: ice cream/root beer floats, possibly D.J. instead of live band so that requests from the 60's could be played, 60's fashion show, establishment of library geocache. President Stemper will have a new history of the Library uploaded to the Library website in time for the anniversary date of the Library Grand Opening in March.
9. Library Director's Report.
 - Email and whiteboard communications continuing; staff coping very well w/ Director absences during the past weeks. Staff rolling hours and comp time hours spreadsheet presented.
 - Statistics steady, esp. considering February is a short month.
 - Laptop for Library Assistant had hard drive failure; will be replaced by Windows 8 machine. Request from President Stemper that Naviant be contacted for repair of microfilm reader
 - Kindergarten program Thursday, March 21, 6 pm at City Hall Community Room. Tara and Elisabeth will assist patrons in downloading library material to wireless devices and smartphones.
10. **Motion by** Davis, **second by** Munson to enter Closed Session. **Motion carried.**
11. **Motion by** Munson, **second by** Rocksvold to go to Open Session. **Motion carried.**
12. The Board commends the staff for the highly successful Dr. Seuss Birthday Party. **Motion by** Munson, **second by** Rocksvold. **Motion carried.**
13. **Motion by** Davis, **second by** Henna to adjourn at 6:44 pm. **Motion carried.** Our next board meeting will be held Monday, April 15 at 5:30 pm.

Respectfully submitted,
Nancy Ashmore , Director