

**PRAIRIE DU CHIEN MEMORIAL LIBRARY BOARD OF TRUSTEES
MAY 20, 2013 MEETING MINUTES**

The monthly meeting of the Prairie du Chien Memorial Library Board of Trustees was held on Monday, May 20, 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 Kersten Rocksvold, Linda Munson, Mary Ann Stemper, Norb Aschom, Kristine Henna, and Debbie Mara and Library Director Nancy Ashmore and staff member Tara Gramlich. Absent were Drew Johnson and Layne David. **Motion by** Linda Munson, **second by** Kristine Henna 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 April 15, 2013 board minutes. **Motion carried.**
3. **Motion by** Debbie Mara, **second by** Norb Aschom to approve the monthly bills as presented. Two bills will be paid out of the donation account at Citizens Bank. **Roll Call Vote carried unanimously.**
4. Summer Reading Program Report. Tara Gramlich showed us a schedule for the 2013 Summer Reading Program “Dig Into Reading”. This is open to children birth to age 10. Sign up will begin Monday, June 17. There will also be an evening story time once a month in June, July, and August. There will also be a Teens Summer Reading Program for ages 11-18. We will hear a report on this program next month.
5. President’s Report.
 - September 6 is the date set for our 50th anniversary celebration – we have been in our current building for 50 years.
 - The canvas conservation of the Fort Crawford oil painting is now complete. Cost was \$2,750 for the conservation and \$525 for a new frame for the painting. We need to make sure that this painting is covered by the City’s insurance.
 - Library Director Nancy Ashmore’s evaluation is complete, and board members were all given a copy of her goals for the next year.
6. Change of Day for Library Board Meetings. **Motion by** Linda Munson, **second by** Kristine Henna to change the monthly library board meeting to the third Tuesday of each month. Time will remain the same at 5:30. **Motion carried.** The new day for our meetings will be posted on our website. A statement will be added to the bylaws stating that board trustees need to attend all meetings if they accept the appointment to the board. If unable to attend, they must notify the library director.
7. Library Director’s Report.
 - The library now has 7 Pinterest boards...Book Art, Books Worth Reading – Adults, Books Worth Reading – Teens, Books Worth Reading – Children, Library Design & Organization, The Library & You, and Book & Reading Quotes & Trivia.
8. Election. **Motion by** Norb Aschom, **second by** Kersten Rocksvold to accept the following nominations – President Linda Munson, Vice President Mary Ann Stemper, and Secretary Debbie Mara. **Motion carried unanimously.**
9. Library Expansion. **Motion by** Mary Ann Stemper, **second by** Debbie Mara to move forward with requests for proposals (RFPs) for Strategic Needs Assessment, Fundraising and Capital Campaign, and Architectural and Building Design. City Planner Garth Frable will help to write the RFPs. **Roll Call Vote carried unanimously.**

10. **Motion by** Debbie Mara, **second by** Kristine Henna to remain in our current location, if feasible, and expand in that area. **Roll Call Vote carried unanimously.**
11. Acknowledgements. A big thank you to Mary Ann Stemper for serving as the past President of the Library Board of Trustees. And a warm welcome to our newest board trustee, Norb Aschom.
12. **Motion by** Mary Ann Stemper, **second by** Kersten Rocksvold to adjourn at 6:40 pm. Motion carried. Our next board meeting will be held Tuesday, June 18 at 5:30 pm.

Respectfully submitted,
Debbie Mara, Secretary