

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

The monthly meeting of the Prairie du Chien Memorial Library Board of Trustees was held on Tuesday, June 18, 2013 in the Wisconsin Room of the library. President Linda Munson 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, Drew Johnson, and Debbie Mara and Library Director Nancy Ashmore and staff member Elisabeth Byers. Absent was Layne David.  
**Motion by** Mary Ann Stemper, **second by** Kristine Henna to certify the open meeting law agenda requirements were met. **Roll Call Vote carried unanimously.**
2. **Motion by** Mary Ann Stemper, **second by** Kersten Rocksvold to approve the May 20, 2013 board minutes. **Motion carried.**
3. **Motion by** Debbie Mara, **second by** Mary Ann Stemper to approve the monthly bills as presented. **Roll Call Vote carried unanimously.**
4. Summer Reading Program Report. Elisabeth Byers shared some information regarding the new summer reading program for tweens and teens. This is open to anyone ages 11 to 18 years old. Sign up began Monday, June 17. Tweens/teens may read anything of their choice: a magazine, a comic, a book, or listen to an audio book. They record the number of minutes spent reading, and can win weekly prizes throughout the summer. Special Tween/Teen nights will be held tonight and July 23.
5. President's Report.  
RFP's for Strategic Needs Assessment, Fundraising and Capital Campaign, and Architectural and Building Design are due on July 9. A special committee will meet at 6 pm that evening to open the RFP's and organize them.
6. Policy Review. **Motion by** Mary Ann Stemper, **second by** Kristine Henna to approve the new Library Card Policy. **Motion carried.** **Motion by** Kersten Rocksvold, **second by** Debbie Mara to approve the new Policy Regarding Library Director's Absence. **Motion carried.** **Motion by** Debbie Mara, **second by** Drew Johnson to approve the new Gifts and Bequests Policy. **Motion carried.** Future written policy changes will be included with the mailed meeting agenda to give board members a chance to read through them before the meeting.
7. Library Director's Report.
  - Monthly staff meeting was held on Friday morning. Discussed the summer reading programs and staff evaluations.
  - Nancy shared with board members a long-range technology plan, listing all computer equipment, date it was purchased, and projected date of replacement. (This fulfilled one of Nancy's goals for the year.) May consider getting a Google Chrome Book, which the PdC School District is getting for all students grade 5-12 next year.
  - Meeting with our website designer this week to discuss possibly adding separate web pages for children and teens.
  - City meeting tomorrow to discuss insurance coverage. Want to make sure our Fort Crawford oil painting is covered by City insurance.
  - Several new volunteers are helping at the library. Volunteers read shelves (put books in correct order), mend books, add spine labels and jackets to new books, etc. Anyone interested in volunteering should contact Library Director Nancy Ashmore.

8. Friends of the Library Revitalization Meeting. This will be held next Tuesday, June 25 at 7 pm and is open to the public. The Friends support the growth of library services and aid in the promotion of the library.
9. Acknowledgements. Nancy had a certificate to acknowledge Diane Slotman for spending 250 hours volunteering at our library. Thank you, Diane! **Motion by** Drew Johnson, **second by** Norb Aschom to reward her with \$20 in Chamber Bucks. **Roll Call Vote carried unanimously.** The library board also wants to acknowledge the efforts of Tara Gramlich and Elisabeth Byers for all of their work with the young people of our community. It is much appreciated!
10. **Motion by** Drew Johnson, **second by** Mary Ann Stemper to adjourn at 6:35 pm. **Motion carried.** Our next board meeting will be held Tuesday, July 16 at 5:30 pm.

Respectfully submitted,  
Debbie Mara, Secretary