

Minutes of Prairie du Chien Memorial Library Board of Trustees Meeting

President Linda Munson called the October 20, 2015 meeting of the Prairie du Chien Memorial Library Board of Trustees to order at 5:30.

1. **Roll Call** Present: Linda Munson, Mary Ann Stemper, Layne David, Brenda Anderson Jill Doll, Drew Johnson and Kersten Rocksvold. Absent Norb Aschom . Anderson arrived at 5:35.
2. **Motion** by Rocksvold second by Doll to certify the open meeting law agenda requirements. Roll call vote was unanimous.
3. **Motion** by Rocksvold second by David to approve the amended minutes of the September 15, 2015 meeting. Corrected were a date header and the second for the adjournment motion. Motion carried.
4. **Motion** by Anderson second by Doll to approve the monthly bills as recommended by the finance committee. Roll call vote was unanimous.
5. **President's Report**
 - The board learned of the generous donation of \$125,000 by the Weeks Family in support of the Children's Reading Area in the expanded library. Thank you to the Weeks Family on behalf of the community.
 - Munson appointed Layne David Chairman of the Ad Hoc Strategic Planning Committee. Other members are Mary Ann Stemper, Jane Schaaf and Janelle Mathies
 - Garth Frable has applied for fifteen grants on behalf of the library.
6. **Budget Update**

The budget for 2016 is very similar to 2015. There will be a slight decrease in health insurance costs. The subsidy from the county is down slightly from 90,578 to 88, 695 for 2016.
7. **Summer Reading Final Report**

The director reported that 347 children participated in the program that cost \$2518.52 and ran from June through the second week in August. **Motion** by Doll second by Munson to add a summer reading program line in the budget and to continue close coordination with the school during the summer reading program. Motion carried.
8. **Update on Hiring New Page**

Two students expressed interest but had not returned the application yet.
9. **Building Committee Report**

Rocksvold was finally able to contact Rickleff to change the furnace filters after several attempts. The director will check to see that the filters were changed.
10. **Motion** to enter closed session at 6:10 per state Statue 19.85 (1) (c) (d). Motion by Doll second by Johnson. Roll call vote was unanimous. **Motion** to reconvene in open session at 6:25 by David second by Rocksvold. Roll Call vote unanimous.

Motion by Johnson second by David to give the executive committee the authority to finalize a raise up to 30 cents an hour for the director. All other employees to receive raise of 30 cents an hour. Roll Call vote was unanimous. A meeting of the executive committee is scheduled for Monday October 26 at 4:30.

11. Director's Report

- The data bases associated with Badgerlink have changed. The director has asked each staff member to research one part and present their findings to the other staff members.
- Statistics have been trending downward slightly
- The director is still updating Windows 10 on her new computer
- **Motion** by Munson second by Anderson to authorize the director to attend WLA conference November 3-5. Motion carried

12. October agenda items

- Budget
- Report of the Executive Committee
- Report from Strategic Planning Committee

13. Motion to adjourn at 6:40 by Doll second by Rocksvold. Motion carried.

Submitted by Mary Ann Stemper
Secretary