

Library Board of Trustees Meeting
Thursday, March 8, at 4:00 p.m.
Library Meeting Room

Minutes

Roll Call – Kelly Kirk, Chris Davis, Fred Romkema, Sheleen Bauer, Julie Gardner, Amber Wilde, Steve McFarland, Ashley McDonald

Consent Agenda

Approval of November minutes – Chris moved, Julie seconded. Motion carried.

Financial report and bills – Julie moved, Chris seconded. Motion carried

Check #4030	Booklist/ALA	\$174.95	subscription
Check #4031	Hugh O’Gara	\$25.00	local author book
Check #4032	Time USA	\$63.85	subscription

Discussion Items

State Level: We are scheduled to put the new computers and the monitoring software in place on March 16, and final ARPA grant paperwork will be wrapped up shortly. There is no news yet on our State Librarian. South Dakota Library Association has announced they will hold this year’s conference in person in Brookings this fall.

Black Hills Library Consortium: The Rapid City Library has implemented a policy of not allowing digital access to non-resident cards. Our proposed policy is in line with theirs. Hot Springs Public Library is now looking at joining the consortium, but plans are not finalized.

Local Projects: We launched Hoopla on February 16. It went very smoothly, and we have had positive response. There were 56 users before they end of February, and so far budget is on track. Amber reached out to the Community Foundation regarding grant opportunities. They have a rolling grant process. They are matching grants and are project-based, so would not be available to fund operations or staffing but may be useful for one-time projects.

Staffing: Nothing new to report

Training: Staff will attend training on active shooter situations, fentanyl, and CPR/basic first aid during the next couple of months. Board members are welcome to participate in any of these. Shayna will also attend an online training for summer reading.

Circulation Statistics:
January 2022

Physical Loans	OverDrive Loans	Hoopla Loans
----- 5,265	----- 3,459	----- NA

February 2022

Physical Loans	OverDrive Loans	Hoopla Loans
----- 5,091	----- 2,937	----- 62

Strategic Plan Update –

We are due to create a new plan. Amber will ensure everyone has a copy of the existing plan so that board members can assess the current mission statement and goals prior to the May meeting where we will discuss and set them. Staff will then use those goals to create our objectives for the next few years, which Amber will incorporate into the new plan and return to the board for approval.

Technology Plan Update –

We will use the same process for the technology plan as for the strategic plan, but will plan to discuss these goals at the July meeting.

Items from the Board – Board training was discussed. Any board member interested in either the active shooter and fentanyl training on March 16 or CPR/first aid training should let Amber know, but if each board member plans to do two online trainings from the list Amber sent out and Sheleen attends conference in the fall, we should have our requirements covered.

Action Items

Evaluate Current Covid-19 procedures – No changes to procedures at this time. Staff plans to begin programming/story time the week of March 20.

Review of Non-resident Card policy/Review of Library Card Registration and Circulation Policies – Fred moved to approve the policy as presented. Sheleen seconded. Motion carried.

Library Director Evaluation – Julie moved to accept the evaluation of the director for 2021 as provided by the acting city administrator Ashley McDonald. Chris seconded. Motion carried.

Outreach Programming – Discussion was held regarding a program planned at Outlaw Square in Deadwood by other county libraries. A suggestion was made to seek assistance from the Friends of the Library or other volunteers due to staff limitations during summer reading. Amber will seek input from other sources and report back.

The meeting was adjourned at 4:45 p.m.

Next meeting: May 12, 2022, at 4:00 p.m.