

Library Board of Trustees Meeting
Thursday, September 9, 2021, at 3:30 p.m.
Conference Room C&D

Minutes

Roll Call – Kelly Kirk, Chris Davis, Larry Klarenbeek, Sheleen Bauer, Fred Romkema, Amber Wilde

Consent Agenda

Approval of July minutes – Chris moved, Larry seconded, approved unanimously.

Financial report and bills – Fred moved, Larry seconded, approved unanimously.

Check #4024	Old Farmer’s Almanac	\$21.90	subscription
#4025	Elm USA	\$117.49	disc cleaning supplies
#4026	SDLA	\$125.00	virtual conference
#4027	William W. Bosch	\$10.00	local book
#4028	Barron’s	\$119.94	subscription

Discussion Items

Director’s Report -

State Level: We are on track to complete our ARPA grant implementation by the end of this year.

Black Hills Library Consortium: The Consortium will be discussing card policies to try to make sure there is some consistency in how we handle non-residents. Hill City is beginning the process of joining the consortium, so we should have a twelfth member library within a year.

Local Projects: We just completed set up of the children’s computer area with the new AWE computers and child-sized desks as well as a parent seating area. Posters are coming soon to brighten up the space. Regular patron computers are being prepared, and those will begin to be put in place along with the new desks very soon. Eagle Scout Brandt Miles completed his teen furniture construction project, and it has been installed. We will be looking at adding cushions down the road.

Staffing: We have filled our work study page position, and Micah Ortiz will start orientation on Friday, Sept. 10.

Training: The South Dakota Library Association is being held exclusively online again this year at the end of September. We plan to have Tom Stulken participate as he is most in need of CE credits.

Circulation Statistics:

July 2021

Total Loans	Total Renewals
----- 6,692	----- 1,747

August 2021

Total Loans	Total Renewals
----- 6,234	----- 1,662

Strategic Plan Update -

The technology survey is currently available online and on paper from the Circulation Desk and will be run for a few weeks so data will be available at the next meeting. We are going back and dealing with some things we did not complete in part due to COVID. Creating a display area for local information, pamphlets, etc. is in the works.

Technology Plan Update –

Amber will be serving on the State Library’s database committee so we will have input on what is provided statewide. Locally our digital resource funds are primarily going to our digital collection based on demand. We continue to provide our computer support as one-on-one assistance, and that is going well so no changes planned at this time.

Items from the Board – Amber informed board they are all invited to the City Christmas party on December 10, along with a guest. Information will be sent by e-mail.

Larry suggested we look into the cost to residents that would make up for cuts in funding and make that information available. Amber stated that based on the definition of a public library in SD Codified Laws we have to provide our services for free to residents of the governing body funding us.

Action Items

Non-Resident Card Policy – Tabled pending conversation with Black Hills Library Consortium in October.

Libki Computer Management software contract – Contract would allow all computers to be managed more easily from the circulation desk, plus print management services. First year’s cost is covered by ARPA grant funds. Continuing cost is \$470/year. Chris moved to approve signing the contract, Larry seconded. Approved unanimously.

Safety Training Day closure – On November 17 from 8-2 the City will hold a city-wide training day. Chris moved to remain open operating on minimal staffing so the majority can attend the training, Fred seconded. Approved unanimously.

Covid-19 Procedure update – Staff have returned to wearing masks when we cannot distance from each other to avoid spread through the department forcing a potential shutdown. Chris moved to provide virtual story time with take home crafts beginning Sept. 14 and evaluate the need to continue virtually or move to in-person monthly, based on numbers in the community. Sheleen seconded. Approved unanimously.

The meeting was adjourned at 4:30 p.m.

Next meeting: November 18, 2021, at 3:30 p.m.