

Library Board of Trustees Meeting
Thursday, January 28, 2021, at 3:30 p.m.
Meeting via Zoom

Minutes

Roll Call – Kelly Kirk, Chris Davis, Larry Klarenbeek, Amber Wilde (Richard Sleep joined briefly but was unable to participate due to audio difficulties.)

Consent Agenda

Approval of previous meeting minutes – Tabled until March meeting due to lack of quorum.

Financial report and bills – Tabled until March meeting due to lack of quorum.

Discussion Items

State Level: The CARES Act grant documentation was completed and submitted on time.

Black Hills Library Consortium: Nothing new to report.

Local Projects: Staff are working on completing the labeling projects began during our closure. Staff are working with Brandt Miles on an Eagle Scout project to create furniture for the teen section. Once detailed specs and materials are available, we will get final approval from the board.

Staffing: Jo Kallemeyn has been volunteering and doing some of the projects such as disc cleaning and typing card applications that has been falling behind due to other volunteers not being available due to COVID. Karen Eisenbraun is doing a practicum with us for her library degree and will be shadowing staff once a week for the next couple of months.

Training: We are working to get Tom trained in his new position. Shayna has been attending online youth services training, and will be doing online training for the summer reading program shortly.

Circulation Statistics:

November 2020

| Total Loans | Total Renewals |
|----------------|-------------------|
| ----- | ----- |
| 4,325 | 1,501 |

December 2020

| Total Loans | Total Renewals |
|----------------|-------------------|
| ----- | ----- |

4,707

1,564

Strategic Plan Update -

Objectives that involve programming and outreach have been delayed, but digital collection improvement has been accomplished, and the collection clean-up is in progress and should be done before summer.

Technology Plan Update –

The wireless network update was completed as part of the CARES grant. Our digital collection is looking good, and we recently updated our books regarding technology-related topics.

Items from the Board – Larry asked about our updates to computers. We are scheduled to replace two computers in 2021. Our public computers that are currently in use have all been updated within the last couple of years. He also asked about the possibility of checkout tablets, even just in house. Amber reported that we could use our existing laptops for in-house use if necessary but that most users who come to the library are doing something that would require more than just a tablet. Checking out tablets outside the library would also require a hotspot checkout. We have not seen demand for this at this time, but will continue to assess possibilities.

Action Items

Evaluation of current COVID procedures – Discussion took place regarding moving back toward in-person programming as things continue to improve and considering people's comfort level as we move through the next few months. Tabled until March meeting due to lack of quorum.

2021 Library Closures - Tabled until March meeting due to lack of quorum.

Election of Officers – Existing officers will continue until election can be held. Tabled until March meeting due to lack of quorum.

The meeting was adjourned at 4:05 p.m.

Next meeting: March 11, 2021, at 3:30 p.m.