

Library Board of Trustees Meeting  
Thursday, May 6, 2021, at 3:30 p.m.  
Library Meeting Room

Minutes

*Roll Call – Kelly Kirk, Chris Davis, Larry Klarenbeek, Sheleen Bauer, Julie Gardner, Richard Sleep, Amber Wilde*

**Consent Agenda**

Approval of March minutes – Chris moved, Julie seconded, approved unanimously.

Financial report and bills – Chris moved, Larry seconded, approve unanimously.

Check #4017	ALA/Booklist	\$169.50	subscription renewal
#4018	QuikSigns	\$185.66	signage
#4019	Dakota Country	\$82.95	disc cleaning supplies
#4020	SDLA	\$457.00	memberships

**Discussion Items**

Director's Report -

State Level: Federal grants are opening up soon. We are planning to request some new public computers, a new patron scanner, desks to allow them to be spaced out around the library, computer management software to facilitate spreading them around the library, possibly some furniture for outdoor space to expand access outside and after hours, and possibly some kids computers or tablets.

Black Hills Library Consortium: Nothing to report.

Local Projects: Staff are working on completing the labeling projects began during our closure and preparing for summer reading. We are preparing a proposal for a capital project with the city to update furniture in the staff workroom.

Staffing: Nothing new to report.

Training: Shayna has completed another round of training for teen programming.

**Circulation Statistics:**

March 2021

Total	Total
Loans	Renewals
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5,506	1,562

February 2021

Total	Total
Loans	Renewals
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5,035	1,513

Circulation is still down about a thousand loans per month from the last typical year at this time.

**Strategic Plan Update -**

Our current objective is to prepare a survey to determine technology needs of the community to guide our planning and purchasing. Amber submitted some questions. Chris suggested an additional question about how technology is currently used. This survey will be administered online and on paper over the summer.

**Technology Plan Update –**

Overlaps with strategic plan at this time.

Items from the Board – Sheleen had a few questions about summer reading that were addressed.

**Action Items**

Evaluation of current COVID procedures – Julie moved, Chris seconded a motion at the request of the library director to allow staff to wear masks at their discretion with encouragement to use them when working directly with the public in close proximity, remove the limited occupancy that has been in place, and cease quarantining books based on newest CDC reports. Approved unanimously.

Approval of 2022 Budget – Chris moved to approve the preliminary budget numbers provided by Amber and approach the county library meeting with the intent to pursue an increase in the funding request from the County. Sheleen seconded. Approved unanimously.

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

Next meeting: July 8, 2021, at 3:30 p.m.