

Library Board of Trustees Meeting
Thursday, July 9, 2020, at 3:30 p.m.
Meeting Room C&D or Zoom

Minutes

Roll Call – Kelly Kirk, Chris Davis, Sheleen Bauer, Ron Edstrom, Larry Klarenbeek, Josh Horak, Amber Wilde

Consent Agenda

Approval of previous meeting minutes

Financial report and bills – Check #4007 People Magazine \$118.26 for subscription renewal.

Larry moved to approve the items on the consent agenda. Josh seconded. Approved unanimously.

Discussion Items

Director's Report

State Level: The courier started up June 1. Many libraries across the state have opened up on some level, but quite a few are still working on a reopening plan. The State Library just opened up July 1.

Black Hills Library Consortium: Sharing between consortium libraries has been flowing again since early June. Most are open on some level.

Local Projects: Projects have taken a back burner as we work to maintain library services and do the extra cleaning with some missing staff. We are trying to provide some level of programming online and through take away crafts.

Staffing: Aubrielle Prewitt, a library page, will be leaving in August to go to college at Augustana. Amber received approval to replace her position since the library will be down to only one library page instead of 4 at that time. The library has not been authorized to fill the full-time librarian position yet. Amber is unsure whether it will be possible to fill the work study positions this fall.

Training: Amber attended a budget training workshop as well as an online conference dealing with access, diversity, and pandemic related topics.

Circulation Statistics:

May 2020

Total Loans	Total Renewals
-----	-----
2,048	1,315

June 2020

Total Loans	Total Renewals
----- 4,606	----- 1,153

Amber reported that loans in April were about a quarter of what they were in April 2019, loans in May were about a third of what they were in May 2019, and loans in June were about half of what they were in June 2019, so we are gradually moving toward a normal level of physical circulation. Digital check outs showed a substantial increase during the closure period over the same timeframe last year, but we have not seen a significant decreases after reopening.

Strategic Plan Update -

A social media plan has been developed, and we are working on a plan for better use of library space. We also substantially improved the look of the entryway during our closure.

Technology Plan Update –

We have been working on a plan to improve the wireless and have also recently updated the links on the website.

Technology Grant –

We received a \$1,000 grant from the State Library using CARES funds to assist in improving our wireless set up. That project must be completed by the end of the year.

Items from the Board –

Ron Edstrom will be leaving the board as he is moving to Colorado later this summer. A report on the project with Leadership Spearfish and a Friends of the Library update were requested for the September meeting.

Action Items

Late Fees – Amber informed the board that late fees have not been re-implemented due to issues with the quarantine process. She is working with Rapid City Public Library to resolve this issue. The board agreed that patrons should not be penalized for this procedure, but asked that she continue working toward a solution.

Library Programming – The library will continue with online programming only at this time and revisit the question in September.

Evaluation of current COVID procedures – Amber reported that the only significant complaint was regarding access to physical newspapers. The board determined that the procedures should remain as is unless Monument Health agrees to a change for the time being.

Board member recommendation – Members will consider and bring a recommendation to the September meeting.

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

Next meeting: September 10, 2020 at 3:30 p.m.