

**MINUTES**

ROLL CALL: Fern Kaufman, Diane Leja, Martha Muellenberg, Gabrielle Strouse, Greg Redlin

ABSENT: Kelsey Collier-Wise

OTHERS PRESENT: Daniel Burniston

Redline suggested the inclusion of an absent line in future minutes in addition to the Roll Call. All present agreed and this will be added to future minutes.

On a motion by Leja, seconded by Redlin, the minutes of the February 23, 2017 meeting were approved. All present voted aye.

The reports of the director were reviewed and discussed.

On a motion by Leja, seconded by Muellenberg, the February proposed expenditures were approved. All present voted aye.

**REPORTS:**

**Foundation** – The Library Director reported that the first phase of the technology updates supported by the Foundation are coming to an end, projects included a new router, wireless upgrade, new AV cart, Deep Freeze Software, eight new computers, network rack maintenance and new switch. Planning for further options for the next phase of technology updates are underway as well as the possibility of two mobile whiteboards and some storage shelving for the basement.

Redlin noted it would be good for the Library Board to meet with the Foundation as many of the members of either board do not know each other. The Library Director reported that there are plans underway to have an event to include the Library Board, Library Foundation and Friends of the Library group, to give members the chance to meet each other. Also, Darla Tassler, President of the Foundation has indicated a willingness to attend an upcoming board meeting. Redlin noted that a meeting of the officers, or select representatives, of each organization may be helpful for strategic planning purposes.

**Friends** – The Friends of the Library raised \$539 from the March book sale. The Friends are supporting the purchase of a new mobile sign and some additional Wii games.

**OLD BUSINESS:**

Updates on the new mobile hotspot check out program included the addition of two new devices for a total of four circulating devices with a current average of about three reservations. One challenge has been the issue of hitting the 25GB data limit before the month's end resulting in the reduction in speed to 200kps for the remainder of the billing period. Library staff continue to refine the best way to manage the devices as we receive more usage and patron feedback.

The extended library hours approved at the last meeting went into effect on March 1<sup>st</sup>. Usage during the additional 8am-10am Monday through Friday time frame has been as expected and the feedback we've received from patrons has been very positive.

**NEW BUSINESS:**

On a motion by Leja, seconded by Redlin, the South Dakota Public Library Survey FY2016 response for our library was approved. All present voted aye. The report functions as the library's annual report and will be presented to the City Council on March 20<sup>th</sup>. One additional signature from a City representative is the last thing required.

The Library Director provided an overview of the approximately 50 databases provided by the South Dakota State Library that are funded through IMLS Federal Funding. The cost and variety of databases provided by the State Library could not be provided by most individual libraries in the state. Bulk licensing access for all libraries in the state by the State Library can provide access to an extensive variety of electronic resources that libraries would not otherwise be able to afford. It was noted that a cut of \$180,000 in next year's funding was anticipated. This may result in the need for the State Library to cut some services if prices cannot be renegotiated. The State Librarian has not received further confirmation due to the recent change in Federal Administration and uncertainty regarding future budgets.

The Library Director reported that a recent notification was received that Edward Jones had provided the City with a check for the Library's share of the Max Leget estate in the amount of \$13,381.32.

On a motion by Redlin, seconded by Leja, the payment of the Red Steakhouse invoice for the library staff appreciation dinner, including coverage of board members, out of the library's checking account was approved. All present voted aye.

The possibility of adding additional meeting space in the basement for small groups and a research room where the current archive room is were discussed. A possible creative space such as a maker lab in the current South Dakota room and conversion of a main floor closet into a small study room were also discussed. The Library Director noted that the State Library has inquired about a possible space to work on recordings for the Braille and Talking Book Program due to the large numbers of volunteers in the area. The Library Director offered to provide interested board members a tour of the basement area and main floor closet, especially for those who have not seen these areas before. No action was taken at this time.

The next meeting will be April 13th, 2017 at 12:00pm in the Small Conference Room.

On a motion by Leja, seconded by Redlin, the meeting was adjourned at 1:14 pm.

Respectfully submitted,

Daniel Burniston  
Library Director