

**DRAFT MINUTES**

ROLL CALL: Diane Leja, Greg Redlin, Gabrielle Strouse, Katy Beem, Kelsey Collier-Wise

ABSENT: Martha Muellenberg

OTHERS PRESENT: Daniel Burniston, Chris Mancini

On a motion by Collier-Wise, seconded by Beem, the minutes of the December 13, 2018 meeting were approved. All present voted aye.

On a motion by Collier-Wise, seconded by Redlin, the agenda was approved. All present voted aye.

Chris Mancini wanted to talk to the Library Board about his son Justin Mancini and the Library Director's decision to require him to be supervised by a parent/caregiver when in the library until the end of the current school year. Chris stated that he felt that the policy needed to be tighter and have clearer steps and consequences for specific offenses. Chris indicated he felt the way the rules are enforced are lax and that there are inequalities in discipline. Chris also noted he felt that the record of incidents should be purged, expunged or not taken into consideration after a certain period. Chris stated he felt that the situation should only be addressed by the police department and State's Attorney's Office. Chris also noted that as the fire-lighting took place outside the library building (it was still on City property), the library should not be involved. A review of the patron code of conduct and unattended children's policy will be included on the agenda for the next library board meeting.

On a motion by Collier-Wise, seconded by Beem, the reports of the director were accepted. All present voted aye.

On a motion by Redlin, seconded by Collier-Wise, the December expenditures were approved. All present voted aye.

**REPORTS:**

**Quarterly Training Report** – The Library Director reported that on Dec 17<sup>th</sup> the library was closed from 8am to 12pm for the first quarterly staff training/professional development session. Carl Gutzman from USD Human Resources came and did a presentation/workshop on the Myers Briggs personality type test and team dynamics. Library staff took an online version of the assessment prior to the meeting to obtain their personality type code. Carl talked about the different personality types, how they work together, as well as their strengths, weaknesses and challenges. Feedback from library staff was positive and that the presentation was helpful and thought-provoking. The Library Director reported that preparation for the 1<sup>st</sup> quarter 2019 session is underway, and the planned topic is related to strategies for communication and interaction with younger patrons.

**Foundation** –The Library Director reported that a 2019 project list has been provided to the Library Foundation for their consideration. It is anticipated that a meeting date will be set for the near future.

**Friends** – The Friends of the Library held their first used book sale of the year on Friday January 11<sup>th</sup> and Saturday January 12<sup>th</sup>. This first sale of the year was a clearance sale with 50% to help clear out older items. The Friends reported raising \$405.75 with lots of books sold and happy shoppers.

The Friends of the Library have offered to sponsor the Friday Morning Coffee Program at the library during the winter. A sign has been made to acknowledge and make the public aware that the Friends are sponsoring it.

The Friends are purchasing a new larger fish tank with a secure stand to replace the current one. Patron feedback has been that they like and enjoy the fish tank and it adds positively to the library environment, especially for younger children.

**OLD BUSINESS:**

The Library Director shared the most recent draft of the library strategic plan based on the feedback received during previous months. The Library Board provided input for three more updates to wording in the plan. On motion by Collier-Wise, seconded by Redlin, the Library's Strategic Plan was approved with the discussed revisions. All present voted aye.

**NEW BUSINESS:**

The Library Director reported that the Library Board has traditionally hosted a staff appreciation dinner in February that includes all regular benefitted staff and board members and one guest. The Library also invites the City Manager and Mayor. In recent history the event has been held at Red's Steakhouse as one of the few locations close to the library with the capacity to host such a large group. Most staff have indicated their appreciation and enjoyment of the event, as well as benefits of the opportunity for board members and staff to interact. One employee noted they felt that the event was too expensive, and the money should be given directly to employees. On motion by Collier-Wise, seconded by Redlin, the decision was made to hold the event again this year. All present voted aye.

Gabrielle Strouse, as part of her role as a faculty member at USD School of Education, attended and presented at several conferences recently. These conferences were related to children's learning from digital and print media. Gabrielle provided a report and handout on the conferences she had attended recently. The report summarized what Gabrielle had learned about the ways children learn from print verses digital media.

The next meeting is scheduled for Friday, February 22nd, 2019 at 11.00am.

On a motion by Redlin, seconded by Collier-Wise, the meeting was adjourned at 1:41 pm.

Respectfully submitted,

Daniel Burniston  
Library Director