

DRAFT MINUTES

Due to COVID-19 this meeting was held via a zoom teleconference. The link to access the meeting online as well as a dial-in phone number were included on the posted agenda.

ROLL CALL: Katy Beem, Alexis Oskolkoff, Gabrielle Strouse, Kelsey Collier-Wise

ABSENT: Greg Redlin, Eric Young

OTHERS PRESENT: Daniel Burniston

On a motion by Collier-Wise, seconded by Beem, the minutes of the May 16, 2020 meeting were approved. All present voted aye.

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

There were no visitors to be heard.

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

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

REPORTS:

Foundation – No new updates since the recent installation of the extended Wi-Fi service.

Friends – No scheduled book sales as we continue to monitor the COVID-19 situation. The Friends of the Library donated \$3,000 towards the summer reading program, plus an additional \$795 collected from SRP donations made when memberships were renewed, for a total of \$3,795. These funds will be used to cover the costs of performers, presenters, activities, and supplies.

OLD BUSINESS:

FY2020 revised and FY2021 budget proposal and timeline – The Library Director reviewed the city budget process, discussed the impact of COVID-19, and presented an FY2020 revised and FY2021 proposed budget. The changes made last year were reviewed followed by the changes proposed this year. The Library Director reminded board members that the full ongoing impact of COVID-19 is not known at this time. Although impacted, March and April sales tax numbers were not down as much as expected. Further revisions may be necessary depending on how the remainder of the year works out. City Council Representative Collier-Wise commented on the Council's current thoughts, but also noted the unknown impact of any potential changes in the Fall with USD and the canceling of events such as Dakota Days. The budget proposal is mostly level funding with:

- a cost of living adjustment for wages
- a reduction to electricity due to LED lighting conversion in 2020
- personnel costs reduced in 2020 due to savings from the COVID-19 schedule
- cleaning line increased to cover cleaning service price increase.

On a motion by Collier-Wise, seconded by Oskolkoff, the FY2020 revised and FY2021 proposed budget was approved. All present voted aye.

COVID-19 Operational Review and Reopening plans – The Library Director summarized that since 3/22/2020 the library has been operating a pick-up at the door service due to COVID-19. In addition to the pick-up service, deliveries for homebound patrons have continued and staff has worked on virtual online programming. In June we began offering 30-minute computer sessions by appointment. On May 30th the city emergency ordinance expired, there are currently no restrictions in place. Some businesses and organizations have been reopening with additional safety precautions and limited capacity. Library staff has been getting questions about when our building will be reopening to public access. The Library Director provided a possible phased reopening plan based on similar examples from other libraries. The Library Director also reviewed some of the concerns and challenges presented by reopening and summarized the current status of other libraries in South Dakota. The Library Board discussed reopening options and safety concerns associated with COVID-19 in detail. Several possible approaches were reviewed between operating as we currently are through a reopening. The Board continues to have serious concerns about public safety in a high traffic centrally located public facility like the library. The library serves community members who fall into categories identified as being at higher-risk if exposed to COVID-19. It was also noted that in the last two weeks there has been a large increase in the number of confirmed cases, from 15 when the May meeting took place, to around 70 now. There were also questions about whether we could require people to wear masks. The Library Director reported that based on his research he was under the impression that the library could not require or enforce the wearing of masks in public spaces without the support of an executive order from the governor. The Library Director will investigate this further and consult with City Administration again, and the City attorney. On a motion by Collier-Wise, seconded by Oskolkoff, it was decided to continue operating as we currently are during July and review the situation again at the July meeting. All present voted aye.

NEW BUSINESS:

There was no new business.

City Council Representative Collier-Wise noted that the City Council will be reviewing committee assignments in July. Due to the number of committees she is currently serving on, and the additional responsibilities resulting from her recent appointment as Mayor, we should expect a new City Council Representative to be appointed. Library Board members and the Library Director expressed their thanks for her time serving on the Library Board.

The next meeting is scheduled for Thursday, July 16th, 2020 at noon.

On a motion by Beem, seconded by Collier-Wise, the meeting was adjourned at 1:08 pm.

Respectfully submitted,

Daniel Burniston
Library Director