

**DRAFT MINUTES**

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

ROLL CALL: Travis Letellier, Alexis Oskolkoff, Greg Redlin, Gabrielle Strouse, Eric Young

ABSENT: Katy Beem

OTHERS PRESENT: Daniel Burniston (Library Director, Secretary)

On a motion by Redlin, seconded by Oskolkoff, the minutes of the January 22, 2021 meeting were approved. All present voted aye.

On a motion by Oskolkoff, seconded by Redlin, the agenda was adopted with no changes. All present voted aye.

There were no visitors to be heard.

On a motion by Redlin, seconded by Oskolkoff, the reports of the Director were accepted, and the expenditures approved. All present voted aye.

**REPORTS:**

**Foundation** – The Library Director has been talking with the Library Foundation about the 2021 project wish list. The Foundation is discussing scheduling the annual meeting this Spring.

**Friends** – There are no scheduled book sales currently due to COVID-19. The Friends group sent out annual membership renewal notices and we have started receiving renewals in the mail.

**OLD BUSINESS:**

**COVID-19 Operational Review** – The Library Director provided a summary of the current state and county COVID-19 situation. The status of other comparable South Dakota Libraries was reviewed. The Library Director also shared comments received from two community members asking the board to consider opening meeting rooms for public use. The Library Director reviewed current CDC guidelines, the status of other community meeting locations, and Clay County's current completed vaccination numbers.

The number of active cases in the state and county has decreased. Sanford Health has been providing vaccines to priority and high-risk community members and is continuing to work on group 1D of the State vaccination plan. City employees are included in Group 1E of the state's plan. Cases at both USD and the Vermillion School District have continued to remain low. The South Dakota Department of Health recently updated Clay County from an area of substantial community spread to an area of moderate community spread.

Current plans for February included resuming regular Saturday hours on February 6<sup>th</sup>, a full regular schedule on February 22<sup>nd</sup>, and working with the Volunteer Income Tax Assistance program to offer tax filing assistance starting February 20<sup>th</sup>.

The Library Board discussed the current Covid-19 situation, community member comments, and the current safety protocols. Concerns were raised about the limited number of community members who have received vaccinations (15%) and many of these have only received their first dose. Also, library staff has not yet received vaccinations. The growth in a variety of new and more contagious strains of the virus was also noted. It is currently too early to be certain whether vaccinations will be distributed fast enough to keep case numbers low, and whether the vaccine will remain effective against new strains. Other community locations with meeting spaces and public gathering areas continue to have restrictions, limitations, and closures in place. In reviewing what other libraries in South Dakota are doing we find that they are continuing to be cautious at this time with meeting spaces closed and other safety protocols in place.

There were serious concerns about the ramifications that loosening safety precautions too soon could have for public health and safety. While the situation this Spring is looking considerably better in terms of active case numbers, a big part of the reason for this is likely because of the safety protocols in place across the community. The current phased approach to resuming library services helps ensure no safety concerns arise. There was discussion of waiting to see the result of the increased hours and VITA group sessions over the next few weeks before removing additional safety protocols. Given the continued uncertainty of the situation, the board felt the month-to-month approach was preferable, rather than committing to any further specific changes on specific dates that they may not be able to keep.

On a motion by Young, second by Redlin, it was decided to make no changes to the currently approved Covid-19 safety protocols and to review again at the March meeting. All present voted aye.

#### **NEW BUSINESS:**

**2020 Statistical Summary** – The Library Director shared the full 2020 statistical summary and 2020 Year in Review infographic. This agenda item was informational only, no action was taken.

**FY2020 South Dakota Public Library Survey Response** – The Library Director shared the draft response to the FY2020 South Dakota Public Library Survey that functions as the Library's annual report. Completing this survey and submitting it to the State Library is required by state law. Once approved by the Library Board, a certification page is signed by the Library Director and Library Board President. The report is then presented to the City Council at an upcoming meeting and signed by their representative. The annual report is also shared with the Clay County Commissioners.

The Library Director provided highlights of the FY2020 data and noted that it was very much impacted by the Covid-19 pandemic. The resulting adjustments to hours and services impacted many traditional activities and programs. On a motion by Young, seconded by Redlin, the FY2020 Public Library Survey response was approved. All present voted aye.

The next meeting is scheduled for Friday, March 19th, 2021 at noon.

On a motion by Oskolkoff, seconded by Young, the meeting was adjourned at 12.56 pm.

Respectfully submitted,

Daniel Burniston  
Library Director