

EDITH B. SIEGRIST VERMILLION PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING

November 18, 2022
12:00 PM
Kozak Room

DRAFT MINUTES

ROLL CALL: Katy Beem, Wayne Berninger, Travis Letellier, Alexis Oskolkoff, Greg Redlin

ABSENT: Eric Young

OTHERS PRESENT: Daniel Burniston (Library Director, Secretary)

On a motion by Redlin, seconded by Berninger, the minutes of the October 21, 2022, meeting were approved. All present voted aye.

On a motion by Berninger, seconded by Redlin, the agenda was amended to move item V. B. Library Director's annual evaluation to the first item on the agenda. All present voted aye.

There were no visitors to be heard on topics not on the agenda.

Library Director's annual evaluation - On a motion by Beem, seconded by Redlin, the board entered executive session at 12:05 PM pursuant to SDCL 1-25-2(1) for personnel reasons; a discussion of the Library Directors' annual evaluation. At 12:46 PM the Library Board was declared out of executive session. On a motion by Berninger, seconded by Redlin, the Library Directors' evaluation and step increase was approved. All present voted aye.

OLD BUSINESS:

COVID-19 Operational Review – The Library Director provided a summary of the current state and county COVID-19 situation. No changes to the library's current operating procedures were proposed at this time.

NEW BUSINESS:

2023 Proposed Holiday & Closing schedule – The Library Director presented the proposed holiday and closing schedule for 2023. On a motion Berninger, seconded by Beem, the proposed schedule was approved. All present voted aye.

Annual Review of the Collection Development Policy - The Library Board reviewed the current Collection Development Policy. On a motion by Redlin, seconded by Beem, the policy was reviewed with no changes. All present voted aye.

Annual Library Survey – The Library Director shared a draft of the annual 2022 Library survey that is planned to be conducted in December. The Library Director requested any input on the proposed survey. The proposal was to keep the survey the same as last year to allow responses to be easily compared to previous years. The survey was designed to be long enough to collect valuable data, but not so long that it discouraged people from completing the survey. A drawing for several chamber bucks certificates is also normally offered as an incentive for people to complete the survey. No edits or changes to the survey were suggested.

The remaining items on the agenda were tabled due to the time.

The next meeting is scheduled for Friday, January 10th, 2022, at noon.

On a motion by Letellier, seconded by Beem, the meeting was adjourned at 1:00 pm.

Respectfully submitted,
Daniel Burniston
Library Director